RG104 Entry 235

Volume 393

Letters Sent to

San Francisco Mint, January 2 – December 30, 1912

New Orleans Assay Office, January 3 – Dec. 30, 1912

Presscopies of letters and telegrams sent from U.S. Mint headquarters to various official and individual recipients.

This volume contains extracts of correspondence, but excludes routine bullion fund, transfer, and similar documents.

Text quality ranges from good to extremely faint. Tight binding also limits visability of the left side of some documents. Pages were scanned using a white back-up sheet to improve legibility.

RG104 E-235 Vol 393

RG 104 RECORDS OF THE BUREAU OF THE MINT

Records of the Bureau of the Mint
Correspondence

LETTERS SENT, 1873-1917

Vol. 393 of 600

NC-152, Entry 235

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January 2, 1912.

307692

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 27th instant relative to Certificate of Deposit No. 1359, I beg to advise you that the amount turned in was $6.00, and the letter of this Bureau of the 20th instant was in error in stating $2.00.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 2, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Western Union Telegraph Co. for the month of September, 1911, carries a message chargeable to the contingent appropriation of your institution, in amount 50¢, and the Auditor has been so advised.

Respectfully,

Geo. E. Roberts

F Director.

RG104 E-235 Vol 393

, Jan. 3, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following "Forms" have been mailed you today:-

5,000	copies	"Memorandum of Gold Bullion Deposited",-	Form # 42
350	"	"Cashier's Daily Statement",-	" 231A
5,000	"	"Certificate of Gold Deposit",-	" 4A
100	"	"Unpaid Deposits",-	" 14
5,000	"	"Assay Report on Gold Bullion",-	" 39A
4,000	"Time Clock Cards",-		" 634

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 3, 1912.

Superintendent, U. S. Mint,

San Francisco, California.

Sir:

In accordance with request in your letter of the 29th ultimo the re-transfer of M. E. Clarke from Elevator Conductor at $900 per annum to Helper in the General Department at $3.50 per diem is approved to take effect from January 16, 1912.

The promotion of T. P. Sherman from Skilled Workman at $1,600 per annum to Foreman of Laboratory at $1,700 per annum is held pending reply from the Civil Service Commission as to the eligibility of Mr. Sherman for this promotion. As soon as action has been taken by the Commission you will be advised.

Respectfully,

Director of the Mint.

K-

RG104 E-235 Vol 393

, Jan. 4, 1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following "Forms" have been mailed you from this Bureau today:-

5,000 copies "Certificate Gold Bar Delivery",- Form #980B
(This Form is to be used in a manner similar to Form #143, which was described in letter from this Bureau dated Nov. 9, 1911);
10 Pads "Receipts for Gold Bullion",- " 7A

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Jan. 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith surety bonds to be executed by the following employees of your institution and returned to this Bureau:

Elias R. Syme, Clerk	$5,000.
Frank A. Pedlar, Skilled Workman	10,000.
John McCabe, Assistant Assayer	10,000.
Patrick A. Kearney, Assistant Coiner	10,000.
Nathan Selig, Assistant Cashier	10,000.

I am enclosing also a list of the acceptable sureties on Federal bonds.

Respectfully,

Director of the Mint

S-

(Enclosures)

RG104 E-235 Vol 393

January 4, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

With reference to purchase from The Emporium in Sept. last of 3 doz. towels for the Assay Office at Helena, at a total price of $9.75, it is noted that the bid of Pragers, Inc., totaled $8.70. Please make explanation for transmission to the Auditor of reason for accepting the higher bid.

Respectfully,

Director.

F

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January 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose two samples representing a redeposit in regard to which the institutions concerned differ.

I would be glad to have you assay each sample three times for gold only, reporting to the Bureau all assay results you obtain. Please keep each sample separate and return for further assay.

The approximate finenesses are: Gold, 760; silver, 200.

Respectfully,

Director of the Mint.

FPD.

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January 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I should like to be advised whether there is any record kept in your institution of the life of the dies used. If so, will you please forward the record for 1911 to this Bureau. If you have not kept such a record will you please advise me whether it is possible, without much extra work, to have the record kept so as to show the number of impressions made by each die, that the Bureau may call for it at any time, and have it regularly at the close of each calendar year.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

January 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In making up the cost report for each month will you please have four copies prepared for transmission to the Bureau. The extra copy is desired for transmission by the Bureau to the New York Assay Office.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In making up the cost report for each month will you please have four copies prepared for transmission to the Bureau. The extra copy is desired for transmission by the Bureau to the New York Assay Office.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 4, 1912.

Superintendent U.S.Mint,
San Francisco, Cal.

Sir:

I have your letter of December 30, 1911, enclosing a letter from the Melter & Refiner of your institution and note the statement in your letter that "the facts set out in the Melter & Refiner's letter bring forcibly to ones attention the unreliability of the cost report in its present form". It is important that the cost reports be brought into uniformity as far as possible, and I am glad to know that you are giving the matter your personal attention, and shall be glad to have any suggestions you may care to make which will simplify and unify our present cost system. I do not see that it is possible from the Bureau's view point to correct errors in pro rata such as you state has been in effect in your monthly charge for gas and electricity in the Melter & Refiner's department. No one but the man making up the cost report or the person in charge at each institution could check an error in this method of pro rata. I spoke to Mr. Downer when he was here last calling his attention to the fact that in one of the

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recent cost reports from the Philadelphia Mint that institution had run through its refinery a large percentage of its monthly output in redeposits and had not taken up these redeposits in the cost at all. It was a palpable error and affected the figures considerably but neither from your Mint nor from the Denver institution did we hear anything. This led me to think that perhaps the interchange of cost reports between the mints was becoming perfunctory. I am very glad on this account to have your letter stating that you are taking up the matter.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

January 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In looking over Forms 219 and 220, Melter & Refiner's Balances, and Coiner's Balances, respectively, I have concluded that it would be very desirable to have these forms carry the following additional information, placing the same upon any available space on the present forms:-

Form 219: Under "Balance" at the beginning of the month, something to show of what the balance is comprised; whether there are ingots undelivered, and if so the denominations of the same. Under "Delivered" the denominations in which the ingots are carried should be shown.

On Form 220, under "Balance" please indicate what amount is in coin, giving the denominations, and what amounts are in clippings, blanks, etc. Please give this information for both gold and silver.

This will enable us to place ingots you have on hand, and to locate coin undelivered to you, the daily statement carrying deliveries.

Respectfully,

Geo E Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

, Jan. 5, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#1418; $139.40; Supt's. sweeps bar; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

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January 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose 14 samples representing six redeposits in regard to which the institutions concerned differ. I would thank you to assay each sample twice for both gold and silver, reporting to this office all the assay results you obtain, together with the figures at which you would report each redeposit.

The following table gives the figures at which the purchasing office reported the deposits. In some cases the Mint reports were widely different.

	Gold.	Silver.
191	248.5	102
233	462.5	312
234	761.25	228
235	355	422
236	535.5	409
249	576	210

Respectfully,

Acting Director of the Mint.

FPD.

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January 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The contractor who supplies bags to the Treasury Department has asked that so far as possible we let him know how many bags we are likely to require for the balance of the fiscal year, the information not to include any unfilled orders that he may have from you.

Respectfully,

Acting Director of the Mint.

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January 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to advise you that I have this day requested the Secretary of the Treasury to cause to be deposited in the Treasury, in your name, the sum of $12,000 on account of the profits in the coinage of one cent pieces, and the increase of the Minor Coinage Account of your Mint in like amount.

Respectfully,

A. A. Heasley

Acting Director of the Mint.

RG104 E-235 Vol 393

, January 8,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding you by mail today: 250 Index Cards, for use in the Melter and Refiner's office, (11-1/2 X 13-1/2).

Respectfully,

A. W. Kean

Acting Director of the Mint.

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January 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of January 2nd and your advise therein that Mr. Harold French, chemist in your mint, had declined to accept demotion to the position of helper, and that he preferred to resign on the 31st instant, I beg to say that his resignation is approved to take effect on the 31st. Please advise Mr. French that his Civil Service status would be in no way affected by his change to the position of helper and quote to him section 3, rule 10, of the Civil Service Act and Rules, May, 1910, as follows:-

> "Any person may be retransferred to a position in which he was formerly employed, or to <u>any position to which transfer could be made therefrom</u> if since his transfer he has been continuously in the executive or judicial civil service of the United States or of its insular possessions."

From the above you will see that Mr. French could take the position of "helper" and not have his status affected so far as the Civil Service is concerned.

The furlough of Mr. Daniel J. Murphy and Mr. Arthur C. Mauerhan and Mr. Albert J. Heimrath is approved to take effect upon their separation from the service, which date I shall have

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to ask you to make more definite when you send copy of notice in with their rating.

Referring to your statement that "it is claimed that these three men are entitled to 2½ days extra as leave" I beg to say that each employee in the government service is allowed 2½ days per month, if, in the jurisdiction of their superior officers they can be spared. Inasmuch as these men are to work but a few days in January sufficient leave will not accrue to take the matter under consideration and you are accordingly requested to have their pay stop from the date of their furlough. It appears from inquiries received from you that employees in the San Francisco Mint are under an erroneous impression about leave. Vacation time allowed employees is always granted "if they can be spared in the jurisdiction of the superior officers, and in the service in Washington it is not infrequent that employees get no vacation time at all. The leave granted is a privilege, not a right.

Respectfully,

Acting Director of the Mint.

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January 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your requisition for funds for the month of January has been approved in the following amounts:-

Salaries ----------$5,000
Wages of Workmen ---------10,000

Respectfully,

Geo. E. Roberts

Director of the Mint.

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January 10, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I would thank you to forward a copy of all the assays that you made on the bars composing the shipment No. 9 from the Carson Mint.

Respectfully,

Acting Director of the Mint.

FPD.

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, Jan. 10, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding you by mail today the following "Forms", viz.:

1	copy "Cash-Bullion Account",-	
4	copies "Record of Gold Certificate Bars",-	Form #353
500	" "Memorandum Payment of Warrants",-	" 990a
		" 716

Respectfully,

Acting Director of the Mint.

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, Jan. 10, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your mint as follows:-

#1424; $817.78; Parting and Refining charges on fine gold bar; Personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Director of the Mint.

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January 10, 1912.

307935

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 3rd instant giving the list of changes in your institution during the month of December.

Will you please cause this report to be sent in duplicate that we may have a copy to transmit to the Civil Service Commission.

Respectfully

Director of the Mint.

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January 10, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am looking into the matter of shipments of coin from the mints to the Sub-treasuries and private concerns and wish you would write me, setting forth in detail the practice in your Mint of preparing coin for delivery to the Sub-treasury, or, if upon the request of the Sub-treasury you ship from the Mint at any time, the method of preparing the coin for delivery to the Express Companies. What I wish to know is what kind of bags you use; whether these bags are sealed; whether they are enclosed in large bags or in boxes or kegs, and the cost of the packages and seals. Please give me the cost, for instance, of preparing a shipment for the Express Company of $5,000 in quarters.

Respectfully,

Acting Director of the Mint.

K.

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January 11, 1912.

Superinten dent, U. S. Mint,

San Fran cisco, Cal.

Sir:

I am forwarding herewith bill of Wm. J. Crawford of Philadelphia for hauling 14,008 lbs. from the Philadelphia Mint to the R. R. station, destined to your institution, on Dec. 14, 1911, amounting to $10.50, which appears to be payable from your appropriations.

Respectfully,

F

Director of the Mint.

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January 12, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Postal Telegraph-Cable Co. for the month of September, 1911, carries a telegram chargeable to your appropriation for Contingen t Expenses, 1912, amounting to 84¢. Same has been referred to the Auditor for settlement.

Respectfully,

Director.

F

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January 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In looking over the letter from Mr. Leach, dated October 7, 1911, which was forwarded by you with sample sheets of accounts in the Melter & Refiner's Department, and referring to page 3, section 2, "Chip Account with the Assayer" I note that it is stated that the "total weight for the day, with the average fineness is used to compute the standards with which he is charged". I am not clear that this is the best process and before going further into it I am going to ask you to forward a statement covering the past three years, showing in detail the amounts charged to the Assayer and the periodical amount returned to the Melter & Refiner. What I wish to arrive at is the actual losses arising through the operations of the Assay Department.

Respectfully,

Director of the Mint.

K.

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January 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 5th instant requesting authority to accept the proposal of the Selby Smelting and Lead Company for the manufacture of 20,000 pounds of sheet lead at the rate of 2.36¼ cents per pound, and stating that you are to provide the Company with the 20,000 pounds of pig lead which you have on hand, I am not sure that authority for this work can be granted inasmuch as the 20,000 pounds of pig lead on hand might be classed as "old material". If so it would have to be sold under the regulations governing the sale of old material. With the information at hand I cannot make definite inquiry and am asking you to advise me how you procured this 20,000 pounds of lead, and at the same time will you advise me to what use you propose to put ten tons of sheet lead. If this pig lead you have on hand were sold about how much would it bring in the market in San Francisco?

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

January 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am returning herewith the request of the Postmaster at San Francisco for the transfer of George M. Gardner, watchman in your mint, which you have approved and forwarded. There is no objection to this transfer but I think it must come on the regular blank governing such transfers. The Postmaster has, doubtless, a supply of these blanks but in case he has not I am enclosing one.

Respectfully,

M. V. Kelly

Acting Director of the Mint.

Enclosure.

RG104 E-235 Vol 393

January 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to the application of James McClure for extension of leave on account of illness, before approving the same I beg to call your attention to the period covered by illness, and the date of application for extension of leave on account of the same. Period of absence November 21, 1911 to December 1, 1911; date of application December 29, 1911. Application for sick leave should be made immediately upon the termination of such absence, and I beg to request that the discrepancy in this case be cleared up for the Bureau.

Respectfully,

Acting Director of the Mint.

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January 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a deposit be made in the Treasury in your name of the sum of $82,615.15 on account of the profits on the coinage of subsidiary silver and that the bullion account of your Mint be increased in that amount.

Respectfully,

Acting Director of the Mint.

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Jan. 16, 1911

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

With further reference to Bureau letter of Jan. 13th I am inquiring of the mints and the New York office today a little further with regard to the Chip Account of the Assayer. In looking over the Assayer's Register of Bullion (Form 385), unless the space under "Weight before Melting" and "Weight after Melting" is intended for the Chip Account there appears to be no provision on this Register for the weight of the chips. Before going into this, however, please advise me the necessity for so complete a record of the deposit by the Assayer. There is provision on this Register for the name of the depositor, locality and description of the bullion, with a couple of inches for Remarks. As all of this information is, I presume, on the Weigh Clerk's book and it would be his affair to keep such a record for the information of the Bureau whenever it is desired, it is not clear to me why the Assayer needs to make any of these entries. The assay slip carries the number, the bar carries the number and at any time that he wishes to look into the matter for anything he could find out who the depositor was from the Weigh Clerk's record. It would seem that simply the number of the bar would be all the information concerning the ownership and location of the bullion that the Assayer would require. The Weigh Clerk's book will carry the before and after melting weight and the weight after chipping. The Melter and Refiner is charged with the weight stamped on the bar and receipts or carries somewhere on his book the actual weight of the bar, the difference being the amount in chips delivered to the Assayer. I should like to have something from you on this subject, particularly as to what you think of keeping a record of the weight of the chips of each deposit so that we can trace periodically and as frequently as possible the amount that is received by the Assayer and by him turned over to the Melter and Refiner, and how this amount checks with the Melter & Refiner's charge against him. While I have used the word "chip" above I of course mean to include drillings and granulations, or in other words, the samples that are delivered to the Assayer for the purposes of making the assays.

I presume the clipping machine is in the Weigh Room and the clip samples are taken there. What about the drill samples; are they taken in the Weigh Room?

I particularly want you to go into this matter in detail and if there is any reason occurring to you why the detailed information should appear on the Assayer's Register of Bullion I should like to

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have you tell me. From the Bureau point of view at this time we can not see any reason for this extra amount of work.

On Form 190, Weigh Clerk's Book, there appears to be sufficient space but as there is no heading I should like to have you tell me what record the Weigh Clark keeps on this book of chips delivered to the Assayer. If the difference between the weight of the bar and the weight received by the Melter & Refiner or the chip is not stated anywhere on the Weigh Clerk's book and the Assayer does not give a receipt for these chips to anybody, if there is a disagreement between the Melter & Refiner and the Assayer at any time as to these chips how do you trace it?

Respectfully,

M. J. Kelly

Acting Director of the Mint

s.

RG104 E-235 Vol 393

, Jan. 16, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#48; $6.00; special assay fees; personal credit to be given you in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

A. V. Tulley

Acting Director of the Mint.

RG104 E-235 Vol 393

January 13, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

With reference to the termination of your bond on February 1st, it will be necessary for you to close both your ordinary expense and bullion accounts on the 31st instant. You will make your arrangements so as to deposit in the Treasury on the 31st instant all balances in your hands on account of advances made to you from the respective appropriations for the support of your mint. The amounts so deposited will be covered into the Treasury as a repayment to the appropriations from which advanced.

You will also deposit to the credit of the Treasurer of the United States in his general account any balances to your credit with the Assistant Treasurer of the United States at San Francisco and at New York on account of the Bullion Fund.

For the gold and silver coin and bullion in the vaults of the mint you will furnish a certificate of the balances at the close of business January 31, 1912, to be accounted for under your old bond and to be transferred and accounted for by you under bond becoming effective February 1, 1912.

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For the gold and silver bullion and other metals in the custody of the Melter and Refiner and the Coiner you will furnish and file with your account a certificate from each officer for the amounts so held.

To close your accounts under your old bond you will render separate accounts for the month of January, including all transactions for the month.

You will please take such action as will, in your judgment, secure the rendering of and closing of your accounts under your old bond at an early date. On the first proximo funds will be placed by wire to your credit with the Assistant Treasurers at San Francisco and New York on account of the Bullion Fund to enable prompt payment for deposits to be made.

I enclose herewith copy of a form of certificate to be furnished by you for the balance of bullion and coin in the vaults of the Mint January 31, 1912, for which you are liable under your old bond and for which you will become responsible under the bond to become effective February 1, 1912.

Respectfully,

M. W. Kelly.

F Acting Director of the Mint.

B

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MINT OF THE UNITED STATES AT SAN FRANCISCO,
SUPERINTENDENT'S OFFICE

San Francisco, Cal., February 1, 1908.

I hereby certify that the quantity and value of gold and silver bullion and coin for which I am accountable January 31, 1908, to the United States, as Superintendent of the Mint of the United States at San Francisco, California, under my bond approved September 16, 1907, including bullion in the custody of the Melter and Refiner, containing 1,665,185.708 ounces of standard gold of the value of $30,980,199.15 and 4,029,060.93 ounces of standard silver costing $2,733,617.27 and for which I have taken credit in my accounts under said bond and with which I have debited myself and accounted for under bond approved February 1, 1908, to be as follows:

	Standard Ounces	Value
Gold bullion - - - - - - - - - - - - -		
Silver bullion for domestic coinage -		
Silver bullion for Philippin es coinage - - - - -		
Gold coin - - - - - - - - - - - - - - -		
Gold coin for annual assay - - - - -		
Gold coin for special assay - - - - -		
Silver coin, Pesos - - - - - - - - - -		
Silver coin - - - - - - - - - - - - - -		
Silver coin for annual assay - - - -		
Silver coin for special assay - - - -		
Silver coin (Philippine) for annual assay - - -		
Silver coin, (Philippine) for special assay - - -		

Aud I further certify that all other moneys for which I was accountable under my bond approved September 16, 1907, were duly deposited by me January 31, 1908, in the Treasury of the United States.

SUPERINTENDENT.

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, Jan. 17, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms have been mailed to you today:

4 copies "Record of Deposit Melting",- Form #738.

Respectfully,

Acting Director of the Mint.

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January 18, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

With reference to your disbursing accounts for the months October, November and December, 1911, your attention is invited to the following:

October - Wages voucher #5, favor of Edwin A.Cady, carries no indication of method of pay-ment. Please advise me.

November - Contingent voucher #21, favor Metropolitan Laundry Co., carries a charge of $1.05 for laundering 7 window curtains for telephone operator's room. Other government institutions are not allowed window curtains which require laundering and it is therefore requested that no future bills be submitted either for such curtains or their laundering.

With reference to your pay rolls, it is requested that future pay rolls carry the names and wages of all employees for the entire period of the roll, except in cases of separation from the service, when they should be carried to the date of separation. The name of Jerome Deasy, who was separated Nov. 21, 1911, does not appear on the roll for 2nd half of November. The earnings of employees who happen to be absent on pay day should appear on the pay roll as "deductions" instead of being omitted entirely. In other words, the salaries or wages of all employees (actual), for the entire period of the roll, should appear in either the "amount paid" or "deductions" column.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

January 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of letter received from the Civil Service Commission relative to the promotion of Mr. Sherman from the position of skilled workman to that of foreman of laboratory in the Assay Department. The Civil Service has been requested to take the necessary steps to test the fitness of Mr. Sherman for promotion to this position.

Respectfully,

Director of the Mint.

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January 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith blank form of bond to be executed by you in the sum of $100,000 as Superintendent of the Mint at San Francisco in lieu of your present bond which expires on February 1, 1912. Please execute and return this bond as promptly as possible and when the same is received here and approved by the Secretary of the Treasury you will be advised by wire.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

January 20, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Western Union Telegraph Co. for messages transmitted by the Bureau of the Mint during October, 1911, on business pertaining to your institution, has been referred to the Auditor for settlement, chargeable to appropriation Contingent Expenses, Mint at San Francisco, 1912, in amount $1.50.

Respectfully,

F Director.

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January 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 15th instant stating your requirements on coin sacks for the balance of the fiscal year, I beg to advise you that whenever bags are needed you are to follow the usual custom of ordering direct from the contractor. The information as to the requirements of the Mint Service came from the Division of Public Moneys, and your letter has been referred to that Office.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

, Jan. 22, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

No. 64; $9,882.74; Parting and Refining charges; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury to the credit of appropriation for Parting and Refining Bullion.

No. 65; $1,425.64; Alloy charges; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 23, 1912.

307961

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In reply to your letter of the 5th instant relative to disposing of the hydraulic lift in your institution, you are hereby authorized to call for bids and to sell to the highest bidder the hydraulic lift referred to. The amount received for this sale shall be turned into the Treasury as a miscellaneous receipt -"Proceeds of Sale of Old Material."

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

January 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 15th instant stating that the Melter & Refiner has 198,206.400 ounces of gold clippings in his possession, and wishing to know into what denomination these clippings are to be run, you are instructed to have them run into eagle ingots. You are also authorized to make application for 1912 eagle dies.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I wish you would write me a letter giving me an idea of the capacity of your Mint with its present force on coinage. If we take into consideration that you are to do the ordinary amount of recoinage for the Philippines and no gold coinage at present, what is your capacity in subsidiary silver, domestic coinage. Do you estimate the receipts of gold to be sufficient to keep your refinery running regularly.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Jan. 25, 1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#83; $C88.96; Value of Superintendent's D.M. Room sweeps bar; Personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

January 25, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In forwarding the Daily Statement please have entered under the heading "Cash Belonging to the Cash and Other Expense Accounts" any cash transaction that would come under "Miscellaneous receipts". There are spare columns for additional entries, and I want this statement to show the exact condition each day of the transactions through the Cashier's Office. If you should receive money and deposit it the same day on account of "Miscellaneous Receipts" that transaction should appear on the Daily Statement.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

January 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of the 10th transmitting assay records of Carson shipment No. 8: on bar 3760 you give the following figures:-

	667.1	667.0
	670.	667.1
Proof	700.3	700.3

It is not clear how you arrived at such a large figure as 667.5 for the reported fineness of this bar.

Again on bar 3761 you give the following figures:-

	719.6	718.8
	720.7	719.8
Proof	700.3	700.3

In this case you seem to have gone the other way and reported low at 719.25. It would also seem that such a variation in the assays would call for a few more assays before deciding upon the reported fineness.

I would be glad to have an explanation of the reports upon these two bars.

Respectfully,

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

January 25, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Will you please inform me as to the capacity in which Mr. W. F. Aldrich serves the firm of Joseph Dixon Crucible Co. of San Francisco? Mr. Aldrich certifies a bill purchased on your contract by the Seattle office, without indication of his capacity. Early reply is requested.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, January 26, 1912.

70 Superintendent Mint,

San Francisco, Cal.

Bureau Insular Affairs desires one hundred and fifty thousand pesos in twenty centavo pieces and balance of Philippine silver you have on hand in peso pieces. Have ordered nineteen twelve dies. Will purchase two hundred thousand ounces silver for you next Tuesday.

R. Leech

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont. Ex. Mint Bureau, 1912.
The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

January 25, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 4th instant relative to nickel coinage, before going further into the question please advise me what you anticipate would be the additional requirements for equipment in order to coin nickels in sufficient amounts to meet the coast demands.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

January 26, 1912.

Superintendent, U. S. Mint,

San Fran-cisco, Cal.

Sir:

You are advised that bill of the Wells-Fargo Express Co. for transportation of coinage dies from Philadelphia to your institution in August and September last, amounting to $5.05, also bill of the Atchison, Topeka and Santa Fe R. R.Co. for transportation of automatic feeds for coin presses in April last and bullion clipping machine in June last, amounting to $17.39, have been referred to the Auditor for settlement, chargeable to the following appropriations:

Contingent Expenses,	Mint at San Francisco,	1911-	$17.39
do	do	1912	5.05

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 29, 1912.

50784

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have to acknowledge the receipt of your letter of the 23rd instant enclosing papers covering the sale of old material under authority of December 4th, 1911.

I am glad you used discretion in the sale of the balances. It was certainly a business-like way of disposing of them. If there is no other way of disposing of the superfluous Adjusters' scales except to scrap them, you are authorized to have this done.

Respectfully,

Geo E Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

January 29, 1912.

30792

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In reply to your letter of the 22nd instant you are hereby authorized to accept the proposal of the Selby Smelting & Lead Company to roll into sheets the 20,000 pounds of lead you have on hand at the rate of $0.0236¼ per pound.

Respectfully,

Geo E Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

January 29, 1913.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the application of James McClure for extension of leave on account of illness for a period of ten days - November 21st to December 1, 1911.

Your letter of the 22nd instant explaining the delay in filing this application is acknowledged.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 29, 1912.

307476.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Under date of January 25th the Supervising Architect advises that the bid of the Holabird-Reynolds Electric Company for electric lighting material for the sum of $560.25 will be favorably considered and I am to-day writing to him asking that the bid be accepted and this Bureau advised. All of the bids forwarded in your letter of December 26th are on file with the Architect, and this amount, $560.25, will be a charge against funds of the Architect's Office. When this bid is accepted, and you are ready to purchase the fixtures and bulbs, etc., please advise me.

I am enclosing a copy of letter received on the 26th instant from the Supervising Architect with regard to the installation of outside lights for your Mint, from which you will note that the plan proposed is too expensive, but they are considering another and when we hear from them we will advise you.

Respectfully,

Geo. E. Roberts

Director of the Mint.

E.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, January 29, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Bond will be approved effective February first. Bullion funds advanced by wire. Pay salaries and wages on thirty-first with funds on hand before depositing balances.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR

Cont. Ex. Mint San Francisco, 1912.

The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, January 30, 1912.

TO

Superintendent Mint,

San Francisco, Cal.

Accept from American Smelting Refining Company two hundred thousand ounces silver purchased today. Pay at rate of fifty eight three seven five for silver one thousand fine contained.

Roberts

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.

Cont. Ex. Mint Bureau, 1912.

CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—1258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

, Jan. 30, 1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your mint as follows:-

#101; $67.00; proceeds from sale of old material; personal credit to be given you in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, January 31, 1912.

TO Superintendent Mint

San Francisco, Cal.

Your estimate calls for one hundred twenty-two thousand five hundred dollars for wages of Workmen of which twenty-two thousand five hundred is for refinery. How is the ~~rask~~ remainder distributed. Answer at once.

Roberts

Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

January 31, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised of the following deposits to the credit of appropriations for the support of that institution:

Nov. 16, 1911, C/D #5307, for 100,000 pesos in 20 centavo pieces, Oct. 4, 1911 -
Wages of Workmen, 1912 - $1766.67
Contingent Expenses, 1912 883.33

Nov. 23, 1911, C/D #5630, for 100,000 pesos in 10 centavo pieces, Nov. 4, 1911 -
Wages of Workmen, 1912 - $2000.00
Contingent Expenses, 1912 - 1000.00

Dec. 27, 1911 - C/D #5428, for 1000 centavos sent to York, Pa., Nov. 14, 1911 -
Wages of Workmen, 1912 - - - - $2.00
Contingent Expenses, 1912 - - 1.00

Through inadvertence these deposits were not reported to you at the time that they were made. We will en-deavor to be more prompt in future. Will you kindly forward amended account current for the December quarter, embodying therein the above items.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

January 31, 1912.

308138

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In compliance with the request contained in your letter of the 24th instant you are hereby authorized to purchase one Iler CUPEL MACHINE for the sum of $25.00 for the Assay Department of your Mint.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, February 1, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Bond approved. Funds wired.

Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR.....

2—4258 The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

, Feb.y. 1, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Your letter of Jan'y. 26th relative to the non-receipt of the following "Forms" is received: Form #805 "Ingots received from the Superintendent", and Form #887 "Clippings delivered to the Superintendent",

In reply I have to state that these Forms were shipped from this Bureau on Dec. 6, 1911, as shown by our records, and it may be that they were lost in transit. However, a requisition will be made on the Printer for a new supply; when received they will be promptly forwarded you.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith blank form of bond for Milton E. Clark, Helper in your Mint, in the sum of $2,000, which I beg to request that you deliver to Mr. Clark with instructions for its execution and return to the Department, for approval of the Secretary of the Treasury and file.

Respectfully,

George Roberts

Director of the Mint.

RG104 E-235 Vol 393

February 3, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that telegrams transmitted by the Postal Telegraph-Cable Co. during the month of October, 1911, on business pertaining to the San Francisco Mint, amounting to 94¢, have been referred to the Auditor for settlement, to be debited to your contingent appropriation for the current fiscal year.

Respectfully,

F Director.

RG104 E-235 Vol 393

February 3, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose .85 oz. of standard silver to balance the Philippine Special Assay coin account for the six months ended December 31, 1911.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, February 6, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Wire immediately amount and denominations gold and silver ingots on hand and seigniorage on subsidiary and minor for January.

Kelly

Acting Director.

Cont. Ex. Mint Bureau, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR .....

2—1258 A

The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, February 6, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Your letter of February first enclosing newspaper article containing Trench's slanderous and preposterous statements is received. Dismiss him peremptorily giving reason in writing.

R Roberts
Director.

Cent. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

This stub to be returned to Division of Printing and Stationery, Treasury Department, as soon as possible after publication has been mailed.

NAME AND ADDRESS.

A. J. Jansen,
Ga. Southern Molini Flow Co.,
Atlanta, Ga.

PUBLICATION TO BE SENT.

Annual Report of the Director of the Mint Fiscal Year 1914

STAMP DATE MAILED BY SUPT. DOCS.

MAILED FEB 8 1915 DEPARTMENT OF COMMERCE

TREASURY DEPARTMENT
DIVISION OF PRINTING AND STATIONERY
DEPT. STOCK FORM 2223

Frank to G. P. O. Feby 8, 1915
(DATE)

By E.S.R.

2—7113

RG104 E-235 Vol 393

February 6, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I have wired you to hold your January accounts pending receipt of letter relative to the Philippine coinage charges.

Your suggestion for carrying in your January accounts such items as have not appeared in prior accounts is satisfactory to the Bureau.

The charges for shipment of Sept. 6th to Mr. Lafean were covered into the Treasury by C/D #4830, Oct. 11, 1911, $2.00 to the credit of Wages and $1.00 to the credit of Contingent appropriation. You have been advised as to the shipments of Oct. 3d and Nov. 14th. Our letter of Oct. 28th advises you of total deposits under the Contingent appropriation of $2701.50, while your December account current shows only $2701.00. Please correct this on your January account current.

The January accounts should be forwarded to this Bureau not later than March 1, 1912, to avoid delinquency.

Respectfully,

DIRECTOR.

RG104 E-235 Vol 393

, Feb'y. 6, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

No. 154; $1,872,480.41; Unexpended Balance Bullion Fund; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a repayment to the credit of Bullion Fund.

No. --- $1,245,241.49; Unexpended Balance Bullion Fund; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a repayment to the credit of Bullion Fund.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Feb'y. 6, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

No. 119; $3.55; Charges on fine gold coin; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

This stub to be returned to Division of Printing and Stationery, Treasury Department, as soon as possible after publication has been mailed.

NAME AND ADDRESS.

C. S. Cooley Esq.
Box 17 Morse Hall
Cornell University
Ithaca, New York

PUBLICATION TO BE SENT.

Annual Report of the Director of the Mint
Fiscal Year 1914

STAMP DATE MAILED BY SUPT. DOCS.

MAILED FEB 10 1915 PRINTING OFFICE

TREASURY DEPARTMENT
DIVISION OF PRINTING AND STATIONERY
DEPT. STOCK FORM 2223

Frank to G. P. O. Feby. 8, 1915
(DATE)

By E.S.P.

2—7113

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, February 5, 1912.

TO Superintendent Mint,
San Francisco, Cal.

We want French dismissed and we want everybody to know it.

Roberts

Director Mint.

Cont, Ex? Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—1258 a

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, February 7, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Telegrams Philippine coinage charges received.

Hold January accounts. Letter follows.

Roberts

Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR

2—4258 a

The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

February 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your requisition for funds for the month of February has been approved as follows:-

Salaries	$7,500.00
Wages of Workmen	15,000.00
Contingent Expenses	5,000.00
Parting & Refining	10,000.00

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Please forward immediately, to accompany your accounts for the December quarter, itemized, certified list of amounts received for special assays. Your account current carries $8.00 under this head.

Such certified list should be forwarded regularly at the close of each month.

Respectfully,

Director.

RG104 E-235 Vol 393

February 9,1912.

Superintendent, U. S. Mint,
San Francisco,California.

Sir:

From and after the 15th of February you are instructed to reduce the decimal used in calculations in your Mint from twelve to eight places it having been found that the results are not materially affected by this reduction in the work of calculating the cost of coinage etc. in Mint transactions.

Respectfully,

Geo E Roberts

Director of the Mint.

K

RG104 E-235 Vol 393

February 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of the Western Union Telegraph Co. for the month of November, 1911, carrying messages transmitted on business pertaining to your institution amounting to 90¢, has been referred to the Auditor for settlement, chargeable to your contingent appropriation for the current fiscal year.

Respectfully,

Geo. E. Roberts

F

Director.

RG104 E-235 Vol 393

February 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Replying to your letter of the 22nd ultimo I beg to say that I have been advised over the telephone that the weights for your Mint which were sent to the Bureau of Standards for test are ready and will be forwarded to you in a few days. I am making definite inquiry as to when you may expect to receive them, and will advise you.

Respectfully,

Geo. E. Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

February 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am glad to have your letter of the 31st ultimo giving the capacity of your Mint with its present force on coinage. Referring to so much of your letter as states that "with the refinery running we extract sufficient silver from the Selby fine gold to go a long way toward paying one month's expenses" I wish you would write me a letter going into detail on this subject of extraction of silver from the Selby gold. I shall be much interested to know more of this.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

February 10, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose eight samples representing a redeposit in which wide variations are shown between individual assays. I would be glad to have you assay each sample three times for gold only, reporting to the Bureau all assay results you obtain. Please keep each sample separate and return for further assay.

The approximate finenesses are Gold, 826; silver 140.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

February 12, 1912.

Superintendent, U. S. Mint,

Sir: San Francisco, California.

Acknowledging receipt of your report of absence and efficiency record for the month of January, will you please instruct the clerk making up these reports to have placed in the column under the word "number" the number used by the employee which is carried on his card used in the clock. Please have the February report carry this information.

Respectfully,

Director of the Mint.
K

RG104 E-235 Vol 393

February 12,1912.

Superintendent, U. S. Mint,

San Francisco,California.

Sir:

Replying to your request of the 7th instant for authority to purchase from the American Gas Furnace Company one No. 6 Pressure Blower, complete, without pulley, for $420. f.o.b. factory, I beg to say that before this authority is given I wish you would obtain bids from other firms who deal in pressure blowers as it is not deemed essential to have the special make of blower purchased if others can be found that will do the work satisfactorily. Try the firms of Braun-Knecht-Heiman Co, Denver Fire Clay Co. and perhaps the Union Iron Works would bid on this article. The Crowell rotary blower might be used. Please let me hear further from you on this subject.

Respectfully,

Robt Preston

Director of the Mint.

RG104 E-235 Vol 393

February 12, 1912.

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

Replying to your letter of the 7th instant with regard to the reinstatement of Michael Burns I beg to advise you that I have made out and forwarded to the Civil Service Commission the reinstatement form and attached thereto copies of your letters. As soon as reply is received I will advise you. There should be no difficulty about the reinstatement for transfer inasmuch as the veteran clause should cover the "dismissal".

Respectfully,

Geo. E. Roberts

Director of the Mint.
K

RG104 E-235 Vol 393

February 13, 1912.

507943

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of the 5th instant with regard to the additional equipment for the coinage of nickels in your Mint. Please do not take any action on the coinage of nickel until further advised. Later in the year we will take up the subject again.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

February 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a deposit be made in the Treasury, in your name, of the sum of $345,198.77 on account of the profits on the coinage of subsidiary silver and that the bullion fund of your Mint be increased in like amount.

I have also requested the deposit in the Treasury of the sum of ten thousand dollars ($10,000) on account of the profits on the coinage of one-cent pieces, and the increase in like amount of the Minor coinage account of your Mint.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose eleven samples representing a redeposit in which wide variations are shown between individual assays. I would be glad to have you assay each sample three times for gold only, reporting to the Bureau all assay results you obtain. Please keep each sample separate and return for further assays.

The approximate finenesses are - Gold, 778; Silver 213.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

February 14, 1912.

Superintendent, U. S. Mint,

San Fran cisco, Cal.

Sir:

Examination of your pay rolls for the last half of January discloses a misunderstanding of that part of my letter of January 18th pertaining to pay rolls.

Your former method of carrying the accounts of those employees who work part of the time in the general department and part in the refinery was correct and should be resumed. I was considering the several sections as making up one roll, while you apparently considered each section as a separate roll. I trust this will clear the matter.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

February 17, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a transfer be made from the bullion fund of your Mint to that of the Mint at Philadelphia of the sum of $331.00 on account of the value of special assay coins forwarded to this Bureau during the quarter ended December 31, 1911, and transmitted to the Mint at Philadelphia.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

February 21, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Referring to the difference of 50¢ in deposit on account of charges on Philippine coins shipped Mr. Lafean, you are informed that our letter of October 28, 1911, was correct in stating that $2 had been deposited to the credit of Wages and $1.50 to the credit of Contingent Expenses. Your accounts, both bullion and ordinary expense, for the December quarter, will accordingly be corrected in this Bureau to carry this additional sum.

Voucher #5, pertaining to your disbursing accounts for January, indicates purchase under sections 2 and 3 from Van R. Britton of blower parts. The requesting of bid from one dealer cannot be considered as advertising nor as purchasing under competition. As this purchase does not come under section 3, it should be entered under section 4 with appropriate explanation. Please advise me.

Voucher #33 carries payment for a telegram addressed to Thomas J. Taylor, Mint Bureau, Washington, on Dec. 30, 1911 "Leave granted." According to a ruling of the Comptroll-

RG104 E-235 Vol 393

er of the Treasury such messages are not chargeable to the government, they being for the personal benefit of the employee. The cost of this message, 40¢, will therefore be recommended to the Auditor for disallowance. You should collect the amount and deposit it to the credit of the appropriation Contingent Expenses, Mint at San Francisco, 1912, under your old bond.

Respectfully,

Geo. E. Roberts

F

Director of the Mint.

RG104 E-235 Vol 393

February 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 15th instant regarding humid silver assays:- I would thank you to have your Assayer prepare two samples of six ounces eachof the most homogeneous standard silver that he can and forward them to the Bureau all prepared for weighing; so that each portion weighed out for a determination shall be as nearly the same composition as every other portion thus weighed out as is possible.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

February 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a transfer be made from the bullion fund of your Mint to that of the Mint at Philadelphia of the sum of $23,747.50, the value of coins reserved for the annual assay commission and forwarded to Philadelphia for test, now in the hands of the Superintendent of the Mint at Philadelphia, as follows:-

Gold	Silver	Total.
$23,130	$617.50	$23,747.50

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 27, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The Treasurer of the United States has been requested to authorize you to deliver to the Representative of the Philippine Government, of the silver you have on hand, purchased under the provisions of Section 3526 R. S., 186.55 standard ounces of the value of $92.01 in exchange for a like amount of silver contained in coins of the Philippine Government, reserved for test by the Annual Assay Commission, delivered to, and now in the custody of, the Superintendent of the Mint at Philadelphia.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

February 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose eight samples representing three redeposits in regard to which the institutions concerned do not differ.

I would be glad to have you assay each sample three times for gold only, reporting to the Bureau all assay results you obtain. Please keep each sample separate and return for further assay.

The approximate finenesses are -

	Gold	Silver
865	742	165
869	847	150
872	680	215

Respectfully,

Geo E Roberts

FPD.

Director of the Mint.

RG104 E-235 Vol 393

February 23, 1912.

Hon. Edward Sweeny, Supt.,
United States Mint,
San Francisco, Cal.

My dear Judge:

The Democratic members of the Sub-committee on Appropriations which has the Mint estimates in hand has announced its intention to close the coining department of the San Francisco Mint. They were at first disposed to shut up the entire institution but finally modified the program to the discontinuance of coinage operations. They called for a readjustment of the estimates to suit this plan and I have prepared a letter, a copy of which is enclosed for your information. If there is anything radically wrong in the figures as submitted I wish you would advise me by wire upon receipt of this letter.

The enclosed copy is for the present to be treated as confidential, by which I mean that I do not wish to have it given out for publication as that might be considered a discourtesy to the Committee while the subject is under consideration before it. If the Committee persists in the intention to close the coining department there will naturally be a contest on the floor of the House and in the Senate and in that event the letter will undoubtedly find publicity in a regular way.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Feb. 24, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith Department Circular No. 11 amending certain rules of the Civil Service Commission relating to removals and reductions. Please have the amended regulations complied with in making changes in your institution.

Respectfully,

Director of the Mint.

K-

(Enclosure)

RG104 E-235 Vol 393

February 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In forwarding the reports dated February 21, 1912, on special assay coins, I should like to call your attention to the red cross marks on the Assayer's Report. I think you will want to see how much care you must take in keeping your coins up to the standard.

Respectfully,

Robert Woolley

Director of the Mint.

K.

RG104 E-235 Vol 393

February 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

On the 24th instant there was returned to you a box containing weights sent to the Bureau of Standards for standardizing. This box was shipped by freight on Government B/L, which is enclosed herewith. I am enclosing also a copy of letter received from the Bureau of Standards and also four calibration sheets. You will note that in the letter from the Bureau of Standards of the 10th instant it is stated that the coin weights for silver are incorrect and that the weight for the silver dollar is missing, and that the weights for gold coins are old and badly tarnished though fairly well adjusted. The silver dollar weight was withdrawn from the box before it was sent to the Bureau of Standards and is in the safe of the Bureau of the Mint as you will have no further use for it. We will order from this Bureau a set of coin weights for you and have them tested at the Bureau of Standards before they are shipped to you, these to take the place of the

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coin weights above referred to now held at the Bureau of Standards.

Respectfully,

K. Director of the Mint.

RG104 E-235 Vol 393

February 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose herewith, approved, the application of Thomas E. Healy for extension of leave on account of illness for a period of ten days - February 3rd to 12th.

Respectfully,

A. U. Feay

Acting Director of the Mint.

RG104 E-235 Vol 393

February 27, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith application of Mamie Graney for extension of leave on account of illness for a period of eleven days - February 3rd to 15th, 1912, approved.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

, Feb. 28, 1912.

Superintendent, U.S.Mint,
San Francisco, Cal.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#170; $500.00; Proceeds from sale of old material; personal credit to be given in your A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

#199; $219.00; Proceeds from sale of Deposit Melting Room sweeps; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

February 28, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

The following bills have been referred to the Auditor for the Treasury Department for settlement, the amounts being chargeable to your appropriation for contingent expenses for the current fiscal year:

Southern Pacific Co., transportation of stationery from Washington to your institution in Nov.-Dec., 1911, B/L #5499, weight 309 pounds - - - - - - - - - - - - - -	$6.93
United States Express Co., coin dies to Philadelphia Jan. 3, 1912, B/L 20411	27.10
Western Union Telegraph Co., message of Dec. 19, 1911, on business pertaining to your institution	.50

Respectfully,

Acting Director Mint.

F

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, February 29, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Authorized to deliver to representative War Department coinage ready for shipment March fifth.

Acting Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR.....

Cont. Ex. Mint San Francisco, Cal.

The appropriation from which payable must be stated on above line.

2—4258a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

February 29, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Please refer to my letter of December 21, 1911, advising you of a charge against your contingent appropriation for the current year on account of bill of the Southern Pacific Co. for transporting muffles from Denver in September, amounting to $10.05. This bill has been settled by the Auditor in the amount of $8.71, disallowing $1.34 on account of erroneous rate . Please correct your records accordingly.

Bill of the Western Union Telegraph Co. for message sent collect from New York June 20, 1911, amounting to 40¢, has been referred to the Auditor for settlement, ch-argeable to your contingent appropriation for the fiscal year 1911.

Respectfully,

Acting Director Mint.

F

RG104 E-235 Vol 393

February 29, 1912.

Assayer in Charge,
U. S. Assay Office,
~~Seattle, Washington~~
San Franrisco, Cal.

Sir:

I enclose herewith 17 samples representing three redeposits in regard to which the institutions concerned differ. I would be glad to have you assay each sample three times for gold only, reporting to the Bureau all assay results you obtain and stating the figures at which each redeposit would be reported. Please keep each sample separate and return for further assay.

The approximate finenesses are -

	Gold	Silver
856	351	600
857 8	292	670

Respectfully,

H. H. Kee

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

March 4, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am forwarding herewith, for payment from your current appropriation for Contingent Expenses, bill of McNab & Smith for hauling supplies in the city of San Francisco during January for your institution, amounting to $5.25.

Respectfully,

Geo. E. Roberts

F Director of the Mint.

RG104 E-235 Vol 393

March 5,1912.

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

I am enclosing herewith the application of D. L. Moggle for extension of leave on account of illness for a period of six days - February 19th to 24th, 1912, duly approved.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose ten samples representing a redeposit in which wide variations are shown between individual assays. I would be glad to have you assay each sample three times for gold only, reporting to the Bureau all assay results obtained. Please keep each sample separate and return for further assays.

The gold assays have varied from 566 to 576 and the base metal assays have varied from 381 to 396. Much of the base metal is copper.

Respectfully,

Geo E Roberts

Director of the Mint.

FPD.

RG104 E-235 Vol 393

March 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the application of S. J. Ward for extension of leave on account of illness for a period of 8 days - February 16th to 24th, 1912, approved.

Respectfully

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

March 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of the 28th ultimo with regard to muffles purchased by you from the Denver Fire Clay Company. Before taking action on your request I wish to have a statement from the Denver Fire Clay Company and have forwarded to them a copy of your letter and that of Mr. Martin's. As soon as reply is received I will advise you.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

March 6, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am forwarding herewith bill of the Geo. W. Knox Express Co. for hauling in Washington one box bullion weights enroute to your institution, payable from your contingent appropriation for the current fiscal year in the amount of 50¢. This bill, being certified, may be pasted to the usual Treasury voucher form and paid without further reference to, or certification by the payee.

You are advised that the November bill of the Postal Telegraph-Cable Co., which has been referred to the Auditor for settlement, carries messages chargeable to your current contingent appropriation in the amount of 82¢.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

March 7, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your requisition for funds for the month of March has been approved as follows:-

Salaries	$5,000.00
Wages of Workmen	10,000.00
Contingent Expenses	5,000.00
Parting & Refining	5,000.00

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter of Dec. 7th, last, relative to the set of Encyclopedia Americana for the Mint was duly received. I can understand that it might be frequently convenient to have such a work of reference in the mint but in view of the scrutiny and criticism that is being given to every expenditure not directly necessary for the transaction of regular business I do not think it advisable to make the purchase. As you know it is a struggle to get even the appropriations that are absolutely required to keep the institutions running and every expenditure which can be criticized or questioned affords the basis for further attack.

Respectfully,

Director of the Mint

s.

RG104 E-235 Vol 393

March 9, 1912.

508552

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

It has been requested by the Secretary of the Department of Commerce and Labor that one of the unused adjuster's scales in your Mint be lent to the Commissionioner of Immigration for use in testing gold coins received at that Office, and you are hereby authorized to deliver to the Commissioner of Immigration for the port of San Francisco, or his representative, one of these scales, as I presume you have several on hand which are not in use.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the application of George Babcock for extension of leave on account of illness for a period of six days, February 19th to 24th, duly approved.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

, March 9, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please have prepared and forwarded to this Bureau a statement showing, by denominations and number of pieces, the coins of Great Britain received and melted at your Mint during the calendar year 1911.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

For the past year we have been eliminating, consolidating and trying to unify the forms used in our service, and to facilitate the work I have to request that you will forward the following information, including only the forms actually in use, tabulated as follows, for each department, namely, General, Melter & Refiner's, Coiner's and Assayer's:-

General.

Form No.	Title of Form.	By whom used.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

March 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have to advise you that the U. S. Civil Service Commission has agreed to an amendment to Circular 18, REGULATIONS GOVERNING APPOINTMENTS TO AND PROMOTIONS AND TRANSFERS IN THE MINTS AND ASSAY OFFICES, approved April 18, 1910, and hereafter the provisions of paragraph 1, Article IV, Furlough and Reemployment, will extend to all of the assay offices.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 12, 1912.

Superintendent, U.S.Mint,
San Francisco, Cal.

Sir:

I have this day requested that the following amount be deposited in the Treasury in your name:-

Subsidiary silver coinage profits, and
the increase in your bullion fund of ----$164,105.85

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the application of Agnes Owens for extension of leave on account of illness for a period of seven days, - February 23rd to February 29th, duly approved.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

March 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of letter received from the Supervising Architect to whom your letter of the 26th of December, 1911, relative to the installation of an electric lighting system in the Mint at San Francisco, was referred. Authority is given in the enclosed letter of the Supervising Architect for the expenditure by you as custodian of the building of the sum of $560.25 to be paid from an appropriation under the control of the Supervising Architect; the work of installing the equipment to be done by your employees.

Please advise me when this work is completed.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, March 16, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Your letter eleventh instant received. We are inviting proposals for two hundred thousand ounces fine silver until two o'clock Thursday twenty-first instant. If you know of any parties who will offer unrefined silver subject to regular refining charge invite them to do so at same time.

Roberts

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont. Ex. Mint San Francisco, 1912.

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

March 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter asking for more silver bullion just received and I have invited tenders up to 2 o'clock, Thursday, March 21st, for 200,000 ounces. The people to whom these invitations are directed, with the exception of the Anglo, London, Paris Bank, are refiners and of course will offer fine bullion. We would be glad, however, to buy doré bullion and give it the preference at the same price less our refining charges. If you know of any parties who would be likely to tender unrefined silver you are requested to extend an invitation to them. Of course, it must be bullion suitable for the operations of your refinery.

Respectfully,

Geo. E. Roberts

Director of the Mint

s.

RG104 E-235 Vol 393

March 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter on the subject of muffles for the Assayer in your Mint I forwarded a copy of Mr. Martin's letter to the Denver Fire Clay Company and I am, under date of 12th instant, in receipt of a reply, a copy of which I am enclosing. I am also enclosing a copy of a letter forwarded by Mr. Downer, taking up the matter of these muffles as used in the Denver Mint. Mr. Case, the President of the Denver Fire Clay Company, has been requested to visit the Mint at Denver and make further report to this Bureau as to the support of the muffles and the cause of the cracking. Will you please have Mr. Martin advise me as to what he thinks of the reasons set forth in the Denver Fire Clay Company's letter.

Respectfully,

George E. Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

March 20, 1912.

Superintendent U. S. Mint,
San Francisco, Cal.

Sir:

The Civil Service Commission has issued Certificate Authorizing Reinstatement, No. 3298, in the case of Michael Burns, helper in your Mint. You are hereby authorized to reinstate Mr. Burns for the purpose of enabling him to accept transfer to the Customs Service, as recommended by you under date of February 7, 1912.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, March 21, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Accept from American Smelting and Refining Co. two hundred thousand ounces fine silver at fifty-eight nine tenths cents. Purchased today.

Kelly
Acting Director

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—4258 a
3

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

March 21, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised th-at bill of the Western Union Telegraph Co. for the month of January, which has been forwarded to the Auditor for settlement, carries messages on business connected with your institution, chargeable to your contingent appropriation for the current fiscal year, in the amount of $3.88.

Respectfully,

F Director of the Mint.

RG104 E-235 Vol 393

March 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of December 30, 1911, and to Bureau letter of January 4, 1912, relative to changing the form of cost report, and stating that you had in view a revised form, I am writing to ask when you think you will be able to submit this form to the Bureau. Will you please let me hear from you on the subject.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

March 21, 1912.

308651

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In reply to your letter of the 15th instant relative to bags for the gold coinage, I beg to request that you will continue using the tan sacks remaining from last years supply.

Respectfully,

H. D. Kern
Actg. Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, March 22, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Accept from Anglo London Paris Bank fifty thousand ounces silver at fifty eight seventy five; seventy five thousand ounces at fifty eight eighty five.

Director

OFFICIAL BUSINESS.
GOVERNMENT RATES.

Cont. Ex. Mint San Francisco 1912.

CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

March 22, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of the Clyde S. S. Co. for transportation of one box die steel from San Francisco to Philadelphia in January last, amounting to $3.42, has been referred to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

Geo. E. Roberts

F Director of the Mint.

RG104 E-235 Vol 393

, March 22, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms have been mailed you today:-

1000 "Ingots received from Superintendent",- Form #805

1000 "Clippings delivered to Superintendent",- " 867

Respectfully,

Robt Woolley

Director of the Mint.

#

RG104 E-235 Vol 393

March 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In compliance with the request contained in your letter of the 16th instant you are authorized to invite proposals for the sale of one electric stone chipping and drilling hammer and one electric breast drill, accepting the lowest bid in each case, or, the bid which, in your estimation, is for the best interest of the Government, advising the Bureau of your action.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to advise you that A. T. Ruan, Disbursing Agent, Philippine Revenues, has deposited in the Treasury the following amounts to the credit of your appropriations on account of the manufacture of 60,000 pesos for the Philippine Government:-

Wages of Workmen -----	1912-----	$1,060.00
Contingent Expenses --	" -----	530.00

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 26, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Form has been mailed you today:-

650 copies "Report of Deliveries of Ingots and Clippings", ---------- Form #262.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 27, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding you by mail today the following:-

1 copy "Register of Certificates and Receipts for payment of Bullion Deposits",---------- Form #470
on which are entered the total payments only.

1 copy "Cashier's Blotter",---------- " #75.
on which are entered in detail the payments as shown by the certificates.

It is desirable that these records will be used as early as practicable.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 27, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please inform the Bureau of the derivation of 410,812.68 standard ounces of silver bullion reported on your Deposit and Purchase statement, Form #61, for the calendar year 1911, as having been received for conversion into coin for San Salvador.

If it was domestic bullion the State of its origin or name of the refinery which treated it, and if foreign, the name of the country of origin should be stated.

This information is desired for statistical purposes.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 28, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The application of W. F. Randall for extension of leave on account of illness for a period of twenty days is returned herewith approved. (February 26th to March 19th).

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose the application of F. A. Pedlar for extension of leave on account of illness for a period of 19 days, duly approved. (Feb. 28-March 16.)

Respectfully,

H. V. Freeman

Acting Director of the Mint.

RG104 E-235 Vol 393

March 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this Bureau.

Respectfully,

A. U. Feay

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, March 30, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Deliver to representative War Department Philippine coinage ready for shipment.

Acting Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont. Ex. Mint San Francisco, 1912.

2—4258 a

The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

March 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your telegram of the 29th instant requesting permission to deliver to the Representative of the Philippine Government the coins ready for shipment, I beg to advise you that you are hereby given general authority to deliver Philippine coinage whenever it is ready for shipment without wiring for authority to cover each shipment.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

, March 30,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion Accounts for the quarter ending December 31, 1911 with my approval.

Assay reports for Superintendent's Deposit Melting Room sweeps bar #4 and gold deposit #276 are herewith returned for signature.

Respectfully,

Acting Director of the Mint.

(Enclosures)

RG104 E-235 Vol 393

April 1, 1912.

Superintendent U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

April 1, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Your attention is invited to the following vouchers pertaining to your disbursing account for the month of February.

Voucher #16, favor Enterprise Foundry Co., is a purchase on contract, but no information is given by which to identify the items for which payment is made with the items appearing on the contract; therefore unit prices cannot be verified.

Voucher #9, favor Mission Chemical Co., is signed by W. C. Mills, Jr., for the company, without indication of the capacity in which he signs.

Voucher #5, favor Associated Oil Co. for fuel oil; purchase indicated as having been made on contract, the contract for fuel oil being in the name of the Standard Oil Co. If the Associated Oil Co. is authorized to receive money on the contract of the Standard Oil Co., legally executed authority therefor will have to be furnished to support this voucher.

Please furnish proper information to support these vouchers at an early date.

Respectfully,

Acting Director of the Mint.

F

RG104 E-235 Vol 393

April 1, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of the Philadelphia Mint for coin collars furnished your institution January 24, 1912, has been referred to the Auditor for settlement, chargeable to your current contingent appropriation in the sum of $55.54.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

April 1, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

The December bill of the Postal Telegraph-Cable Co., which has been forwarded to the Auditor for settlement, carries messages on business pertaining to your institution, chargeable to your current contingent appropriation in the sum of $1.50.

Respectfully,

Acting Director of the Mint.

F

RG104 E-235 Vol 393

April 1, 1912.

306765

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of March 18th enclosing bid of the American District Telegraph Company dated March 12th, proposing to install police alarm service in the Mint at San Francisco for $1252.00 for the installation, and a charge for service rental of $20 per month. I also note that only vaults "F" and "C" in the basement are electrically protected. I have to repeat what I stated in my letter of November 7, 1911, that we should take every precaution to safeguard the coin and bullion in the Mint and I have accordingly referred your letter of March 18th to the Supervising Architect with the request that if funds are available he permit you to accept this proposal. As soon as reply is received from him I will advise you.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

April 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Geo E Roberts

Director of the Mint.

FPD.

RG104 E-235 Vol 393

, April 6, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion Accounts for the month of January, 1912, with my approval.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

April 8,1912

Superintendent, U. S. Mint,

San Francisco,California.

Sir:

I have your letter of the 27th ultimo stating that MICHAEL BURNS had been reinstated on that date on Certificate No. 3298 and transferred as Watchman to the Customs Service and the records of this office have been carried accordingly.

Respectfully,

Director of the Mint.

K

RG104 E-235 Vol 393

April 8, 1912.

307845

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am advised by the Civil Service Commission under date of April 5th that the examination held for the promotion of Mr. Tecumseh P. Sherman from Skilled Workman to Foreman of Laboratory has resulted in a rating for Mr. Sherman of 60.40%, which makes him ineligible for this promotion. If you have any other recommendations to make in this matter please forward them.

Respectfully,

Geo. E. Roberts

Director of the Mint.

K-

s.

RG104 E-235 Vol 393

April 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith letter received under date of April 6th from the Supervising Architect in reply to letter from the Director of the Mint in the matter of installing Police Alarm Service in your Mint, which you referred to in your letter of March 12th. If you will make an inquiry within a short time as to whether the test has given satisfaction in the Postoffice at San Francisco we will take up the matter again with the Architect.

Respectfully,

Director of the Mint

K-

s.

(Enclosure)

RG104 E-235 Vol 393

, April 8, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#332; $10.61; Charges on fine gold bars; personal credit in Bullion A/cs.; to the credit of appropriation for Parting and Refining Bullion.
#340; $50.92; Value of sweeps bar; personal credit in Bullion A/cs.; miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Your requisition for funds for the month of April has been approved in amounts as follows:

Salaries - - - - - - - - - - - - $5,000

Wages of Workmen - - - - - - - - 5,000

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

April 10, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

Enclosure.

RG104 E-235 Vol 393

April 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to advise you that I have this day requested the deposit in the Treasury of the sum of $47,391.89 in your name, on account of the profits on the coinage of subsidiary silver, and the increase of your bullion fund in like amount.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

April 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Geo E Roberts

Director of the Mint.

Enclosure.

RG104 E-235 Vol 393

April 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

April 16, 1912.

Superintendent, U. S. Assay Office,
New York, N. Y.

Sir:-

I am enclosing herewith a copy of "Outline of Classification of Government Expenditures" with the request that you go carefully over the same, indicating by check-mark all classifications and subdivisions of classifications which will embrace the probable requirements of your institution.

It is intended to compile a Mint Schedule employing the same symbols and numbers as those found in this enclosed copy. Please give the list your early attention and return the copy to the Bureau marked as requested.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 16, 1912.

Superintendant, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of the Postal Telegraph-Cable Co. for the month of January, 1912, which has been forwarded to the Auditor for settlement, carries messages on business pertaining to your institution, chargeable to your current contingent appropriation in the sum of 80¢. Also that bill of the Philadelphia Mint for two sets of toggles and eagle collars furnished you March 9, 1912, amounting to $86.36, has been referred for settlement, chargeable to the same appropriation. Also that bill of the Southern Pacific Co. for transportation of fire brick from Denver to your institution in February last, has been forwarded for settlement, chargeable to the same appropriation in the sum of $117.74.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

April 17, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am enclosing Auditor's explanation of disallowance on bill of the Clyde Steamship Co., you having been advised by my letter of March 22d that the bill had been referred to him for settlement. Please correct your accounts accordingly.

Respectfully,

Geo E Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

April 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose herewith four samples of standard silver and would thank you to have three determinations made on each sample for silver, reporting the results to this Bureau.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

April 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith approved the application of C. A. Miller for extension of leave on account of illness for a period of 10 days - April 3rd to 12th.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, April 22, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#403; $1.00; Melting charge on withdrawn deposit; personal credit in Bullion Accounts; to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, April 22, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#392; $9,242.12; Parting and Refining charges; personal credit in Bullion Accounts; to the credit of appropriation for Parting and Refining Bullion.
#393; $1,089.76; Alloy charges; personal credit in Bullion Accounts; miscellaneous receipt.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

April 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Please carry on your cost report the percentage of good coin from ingots operated upon. This entry is carried in the Philadelphia sheet for the month of March on page 7, paragraphs 7 and 8.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, April 24, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In rendering your Form No. 61, in future, you are requested to state under the item "Foreign Bullion", how much was refined and how much was unrefined.

This information is required for the calendar year 1911.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 25, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of Wells, Fargo & Co. for transportation of coinage dies from Philadelphia to your institution on October 7 and October 27 last, amounting to $4.90, has been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

April 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Geo. E. Roberts

Director of the Mint.

FPD.

RG104 E-235 Vol 393

April 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Authority is enclosed herewith for you to advertise for proposals for articles required for your institution for the fiscal year 1913, twice a week for two weeks in the MORNING CALL and EVENING POST respectively.

In sending specifications to prospective bidders outside of your city please make it clear that the proposals are to be made covering cost f.o.b. point of shipment, and also delivered to your Mint.

OILS.

In taking up the matter of oils please have specifications made and when forwarding the bids to the Bureau forward also the results of tests on such oils made in the laboratory of your Mint. If oil bids are accompanied by samples please have part of each sample sent to the Mint at Philadelphia and advise this Bureau that you have done so.

BONE-ASH.

Please request bids on the following specifications:-

All to pass 20-mesh screen. Not over 1.5% to remain on 40-mesh screen; balance to fall within the following limits:-

Coarser than	60-mesh	5 - 10%
"	" 80 -mesh	10 - 15%
"	" 100 -mesh	7 - 12%
Finer	" 100 -mesh	65 - 75%.

If no bids are received on the above specifications you can

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go into the market by circular letter.

GRAPHITE GOODS.

Please send to the Bureau a list of the graphite goods you will probably require and do not include graphites in your schedule of supplies for the Bureau will secure proposals for such goods from eastern dealers. Please send your list of probable requirements covering graphites as soon as possible after the receipt of this letter.

Please invite proposals for your supplies on the basis of operating the coinage department, and if the appropriation bill does not make provision for the continuance of coinage operations at your Mint your schedule can be modified.

One copy of the synopsis of bids received will be sufficient, but I have to request that you will cause your recommendations of awards to be transmitted to the Bureau in quadruplicate.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

April 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

It has been decided to begin the annual settlement of the Mints this year on the 12th of June and I am writing to you thus early that you may make the necessary preparations, as it is very desirable that the settlements be completed and the officers sent out for this duty return within the current fiscal year.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

April 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

, April 30, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In order to supply information desired by the Office of the United States Geological Survey, I request that you will state the amount of platinum and the amount of paladium recovered at your Mint during the calendar year 1911.

The amount from new material and that from old material to be stated separately.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

, April 30, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In order to supply information desired by this Bureau, I will thank you to forward for the month of March, and monthly hereafter, Forms Nos. 219 and 220, for Minor coinage metal, substituting the words Nickel and Bronze for "Gold and Silver". The closing balance should show what it is comprised of, the same as your "Gold and Silver" statement.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, May 1, 1912.

TO Superintendent, Mint,
San Francisco, Calif.

You are authorized to supply Yokahoma Bank request. Will payment be made in New York as before.

Robert

Director

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR

Cont. Exp., Office of Director of the Mint, 1912.

The appropriation from which payable must be stated on above line.

2—1915

STOCK FORM 1768 B.
DIV. P. AND S.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, May 1, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Before purchasing ~~Reichhelm~~ muffles try J.H.Gautier Jersey City. If Gautier not satisfactory purchase Reichelm muffles until further orders.

Roberts

Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR.....
The appropriation from which payable must be stated on above line.
2—4258 a
STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

May 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 23rd ultimo stating that you had placed on furlough C. A. Miller, and his name will be carried on the roll of the Bureau accordingly.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

May 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a transfer be made from the bullion fund of the Mint at Philadelphia to that of your Mint of the sum of one thousand dollars payable in 48.375 fine ounces of proof gold.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The standard silver returned by you on April 23rd, 1912, to replace the silver used in assaying the samples forwarded from here on April 15th was excessive. I return herewith 17 grams.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, May 7, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Eliminate all soaps and soap powders from list of supplies. Refer bidders to Philadelphia for specifications.

Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR----------

2—4258 a

The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

May 3, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to the telegram sent you this day relative to the supply of soaps for the coming fiscal year I beg to advise you that it is intended to purchase soap powders and scouring compounds for the Mint Service under the Supervising Architect's contract. The bids have been opened but awards will not be made until the result of analyses by the Bureau of Chemistry has been reported. Please eliminate soap powders and scouring compounds from your schedule of supplies and also all kinds of soap, referring possible bidders to the Mint at Philadelphia for specifications. The Superintendent of that institution has been instructed to have specifications for soaps read as follows:-

"Soap equal to Ivory, large and small sizes.
Tar soap.
Sapolio (hand) or equal.
Toilet Soap.

He is to receive bids "more or less" and sufficient to cover the requirements of the Assay Office at New York and the mints, delivered at each institution.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 3, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose two samples from a bar that has given widely varying assays and would thank you to have four assays for gold only made on each sample, reporting the results to this office.

I would also thank you to have this work done as soon as you conveniently can.

The approximate finenesses are - Gold, 807; silver 40.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose six samples from a bar that has given widely varying assays and would thank you to have four assays for gold only made on each sample, reporting the results to this office.

I would also thank you to have this work done as soon as you conveniently can.

The approximate finenesses are:- gold, 807, silver 40. These samples represent the same bar as those sent you on the 4th.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The appropriation bill as reported by the House Committee makes no provision for coining operations in the San Francisco Mint. Whether the measure will become a law in that form of course we do not know and probably will not know for some time. It seems only prudent to conduct your operations with a view to clearing up the metal on hand and closing the department at the end of the fiscal year. As your settlement must be made in June there will be no opportunity to resume operations thereafter if the bill passes as it stands. If there is any opportunity for choice in the coinage yet to be done it is preferable for you to run on subsidiary silver and get out as much of it as possible. If you want any more bullion let me know upon receipt of this. I sincerely hope the bill will be amended in this regard.

Respectfully,

Director of the Mint.

S.

RG104 E-235 Vol 393

May 7, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing copy of a letter from Mr. Hodgson addressed to the Superintendent of the Mint at Denver in regard to the manner of their keeping the distribution of costs for the Assay Department and should like to have your opinion as to whether this would be a better plan than the one now in vogue in your mint.

Respectfully,

Director of the Mint

K.

s.

(Enclosures)

RG104 E-235 Vol 393

May 7,1912

Superintendent, U. S. Mint,
San Francisco,California.

Sir;

Your cost sheet for the refinery for the month of March shows a recovery of 13,600 fine ounces of copper the value of which, of course, should be included in the earnings of the refinery. I find that from the cost of operations you have deducted "less cost of copper $58.69" which I do not understand. If this entry refers to the value of the copper recovered it seems to me that the value is too small. Please explain.

Will you please have your refinery report show each month the amount of gold bullion sent directly through the gold cells and the amount alloyed with silver. Have you made any progress towards obtaining proposals for unrefined silver with a view to using it in the refinery and thus discontinuing the practice of sending refined gold through the refinery?

Are you sending all of your refined gold receipts through the refinery or do you send through only so much as is necessary to raise the grade of your unrefined receipts? I should like to be informed quite fully as to your policy in this respect. What is the minimum fineness of your gold ingots?

Respectfully,

Director of the Mint.

K

RG104 E-235 Vol 393

May 7, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 7, 1918.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of May 1st advising me of the resignation of John J. Brady, Engineer in Charge in your Mint and note that you state that it is impossible to run with only one man in the engine room and that you have assigned John A. Degan, a machinist, to work in that room. I presume you intend Mr. Cawley to act as "in charge" and as he gets but $1,100 per annum and works 365 days in the year I am not quite clear how you propose to adjust the compensation of Mr. Degan, who now gets $4.00 per day ($1,252 a year), but if he worked 365 days in a year his compensation would exceed that of the man in charge. The Supervising Architect I think would have no jurisdiction over the engine room in your mint and I think you should judge whether your plant can be properly run with one engineer. If Mr. Degan was to be transferred to the position of Engineer I am inclined to think he would have to pass the Engineer examination. Please let me hear further from you with regard to this.

Respectfully,

Director of the Mint.

E.

E.

RG104 E-235 Vol 393

May 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to advise you that your appropriation for the month of May has been approved for the following amounts:-

Salaries	$7,000.00
Wages of Workmen	10,000.00
Contingent Expenses	5,000.00
Parting & Refining	5,000.00

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

May 9, 1912.

Hon. Edward Sweeny,
Superintendent, U. S. Mint,
San Francisco, Cal.

Dear Judge Sweeny:

Miss Kelly, who is my chief assistant, is going West on Mint business, stopping at Denver and extending her trip to San Francisco. She expects to be with you about the 20th inst. Please go over all Mint matters with her fully. She has my confidence entirely and is competent to discuss all the affairs of the Service.

Respectfully,

Director of the Mint.

S.

RG104 E-235 Vol 393

May 10, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose the scrap material from the samples of six bars in Carson shipment No. 5 forwarded by you October 2, 1911. These samples have been submitted to comparative assay in various laboratories of the service and over 170 assays have been made on them. On January 31st the Bureau Assayer submitted his report on these assays together with certain recommendations in the case. The whole question of redeposits is now in such an uncertain condition that this specific case would better be covered by general regulations when the whole matter reaches a more settled condition.

There has been a slight loss of material in making all these assays which you will have to reimburse from your deposit melting room grains.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 11, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir;

The following bills, chargeable to your current contingent appropriation, have been referred to the Auditor for settlement:

Wells, Fargo & Co., coinage dies from Philadelphia November 21, 1911	$1.55
Same, Nov. 29th	.90
Same, Jan. 25, 1912	10.93
Same, Feb 1st	7.15
Same Company, coinage collars, Jan. 24th	4.10
Southern Pacific Co., bullion weights from Washington, February 23, 1912	2.60
Western Union Telegraph Co., February bill	.58
Philadelphia Mint, Machinery furnished you December 12, 1911 (copy of bill enclosed)	$4,711.82

Respectfully,

Director of the Mint.

F

(Enclosure)

RG104 E-235 Vol 393

May 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am in receipt of a telegram signed by the employees of the San Francisco Mint expressing to me and to the Administration their appreciation and thanks for the attitude of the Bureau and the Administration toward the proposition to discontinue coinage operations in the mint. I am glad to know that the attitude of the Department and the Administration upon this point is clearly understood; certain communications received have indicated that the French letters had created some confusion in the minds of the public as to the official policy toward the San Francisco Mint. You are yourself in position to know that there was no foundation either for the French letters or for the assumption that the Department desired in any way to reduce the operations of that institution. It has been and is the desire of the Administration that all of the services which the San Francisco Mint has heretofore rendered shall be continued in the future with the highest possible efficiency and with a proper regard for the economy which should be observed in all public expenditures. We have learned to rely upon the officials and employees of the San Francisco Mint to heartily cooperate in this policy.

Respectfully,

Director of the Mint.

3.

RG104 E-235 Vol 393

May 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir;

I have this day requested that the following sums be deposited in the Treasury in your name on account of the profits on coinage:-

Subsidiary silver profits ---------- $32,125.94
and an increase of your bullion fund in like amount.

One-cent bronze profits ---------- 9,301.65
and the increase of your Minor Coinage account in like amount.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 14, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FFD.

RG104 E-235 Vol 393

May 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

F. E. Roberts

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 15th instant stating that Mr. T. J. Taylor had been placed on furlough and his name will be carried on the records of the Bureau accordingly.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 21, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Postal Telegraph-Cable Co. for the month of February has been referred to the Auditor for settlement, chargeable to your current contingent appropriation in the sum of $1.60.

Respectfully,

Geo. E. Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

May 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver, all taken from the same large sample, and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The application of P. E. Springer for extension of leave on account of illness for a period of ten days is approved. (May 4th to 13th, 1912).

Respectfully,

Director of the Mint.

Enclosure.

RG104 E-235 Vol 393

May 22, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Philadelphia Mint for coin collars furnished your institution April 20, 1912, amounting to $21.23, has been referred to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

May 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this Bureau.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

May 28, 1912.

Superintendent, U. S. Mint,
San Francisco. Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

, May 29, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms have been mailed to you today:-

			Form No.
200	copies	"Statement of Sweeps",-	88
50	"	"Table of Charges",-	92
50	"	"Acquisition and Disposition of Silver Bullion",-	193
20	"	"Count and Examination of Moneys",-	225
50	"	"Notification of C/D Forwarded",-	550 A
300	"	"Tardy Reports",-	924
1000	"	"Letter transmitting Check",-	974
50	"	"Coinage Report",-	246
1000	"	"Assayer's Transcript of Gold Bullion",-	214 A
10	"	"Melter and Refiner's Settlement Statement",-	900

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, May 29, 1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please furnish a sample of card as requested in your requisition of April 2nd, item #25. Is it necessary that they be perforated?

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

June 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of February 7, and also to your letter of the 27th ultimo, you are hereby authorized to accept the proposal of the American Gas Furnace Company for supplying your Mint with one No. 6 Pressure Blower, complete, without pulley, at a cost of $420.00, F.O.B. factory; payment to be made from your appropriation for Contingent Expenses, 1912.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

June 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

, June 1, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion Accounts for the quarter ending March 31, 1912, with my approval.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

June 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver all taken from the same large sample and would thank you to have three feterminations made of silver on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

June 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose 19.5 ounces standard silver to replace the samples forwarded by you as follows:-

Nos. 26, 30 and 31 August 25, 1911.
" 132. 3 8 September 19, 1911.
2 6-oz. samples March 15, 1912.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

June 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In compliance with the recommendation contained in your letter of the 27th ultimo you are hereby authorized to accept the proposal of the Yale & Towne Manufacturing Company for supplying one one-ton mast jib crane, equipped with one one-ton motor driven trolley and one one-ton electric Triplex hoist, for the sum of $818.00.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, June 4, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I enclose herewith some new regulations for the handling of deposits and redeposits, to go into effect July 1st. Under these regulations, when a minor office makes a shipment of redeposits to you it will be accompanied by a simple list of the bars, and you are hereby directed to weigh and melt each redeposit and treat it in every way as though it was an original deposit, but if you cannot obtain satisfactory assays on your first dip samples you will remelt the bar only once and will then accept the bar on your Assayer's best judgment on his assays of the second set of samples.

When it is necessary for you to melt a redeposit a second time you will immediately forward to this office a full history of the case, together with both sets of samples.

Redeposits of gold coin will be shipped without melting and you will treat them as you would original deposits of such metal.

You will continue to employ Form #906 as heretofore.

Respectfully,

Director of the Mint.

(Enclosure)

RG104 E-235 Vol 393

June 6, 1912.

307943

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of January 4, 1912, in which you request favorable consideration for the coinage of nickel five-cent pieces in your Mint, and to your letter of February 5th stating the additional equipment necessary to undertake this coinage, it is understood you will require the following articles to be prepared at the Philadelphia Mint:

Nickel feeds, and tubes, for presses 2, 3 and 4; dies and collars.

It is noted that the balance of the equipment consisting of moulds, punches and fingers, are to be prepared in your Mint. Please advise me if this is correct in order that the Philadelphia Mint may be directed to proceed with the preparation of the articles above enumerated.

Respectfully,

F. E. Leslie

Director of the Mint.

RG104 E-235 Vol 393

June 7, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose four samples of standard silver and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 7, 1912.

Superintendent, U.S.Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 1st instant enclosing receipt for premium on the bond of M. A. Martin, and the receipt has been forwarded to the Secretary of the Treasury for file in the Department.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 8, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#570; $1.00; Melting charge; personal credit in Bullion A/cs.; to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 8, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding you by mail today the following:-

500 copies "Leave of Absence",———————— Form No. 82

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 8, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Beginning with the month of July I would thank you to add to your cost sheet report a statement showing the weight of anodes prepared, their assay value to .1 for gold and .25 for silver, and the standard ounces of gold and silver contained.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, June 10, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Charge Taylor's absence to regular leave and let him go to work.

Write letter canceling furlough.

Kelly
Acting Director Mint

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 1758 D.
DIV. P. AND S.

2—4258

RG104 E-235 Vol 393

June 10, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your requisition for funds for the month of June has been approved in the following amounts:-

Salaries $1,000
Wages of Workmen 3,000

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 10, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I enclose six samples of standard silver representing a delivery of ingots and would thank you to have three determinations of silver made on each sample, reporting the results to this office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

June 11, 1912.

Messrs. Minrichs and Hathaway,
C/. Superintendent, U.S.Mint,
San Francisco, Cal.

Gentlemen:

In addition to your work in making the settlement with the San Francisco Mint I desire to commission you both, acting together, to investigate and report upon a circumstance reported to this Bureau by the Superintendent of the Mint at San Francisco in a letter dated November 8, 1911, and described more particularly in a letter written by E. R. Leach, the Melter and Refiner, to the Superintendent in a letter of the same date. Copies of both of these letters are herewith enclosed. I am also enclosing a copy of letter dated November 18, 1911, from the Assayer in Charge of the United States Mint at Carson making a reply to a communication from the Bureau relative to the affair.

You will observe that the case as stated is a serious one. A track spike and a piece of bolt weighing in all about 3.6 ounces were found in a melt of gold and silver bullion in the refinery of the Mint. The melt was composed of two mint fine silver bars, one crude deposit bar received originally at the San Francisco Mint and two redeposit bars from the Carson Mint. All of these bars originated in the Mint service and if the foreign substances were contained in them they were inserted there either by some person or persons connected with the service. The two fine silver and the one crude deposit bars were made in the San Francisco Mint and the two Carson bars were made in the Carson Mint. The officials of each institution are very positive that the offense could not have been committed in their institutions. It is, therefore, desirable that an investigation be made by parties not connected with either institution and you are authorized and directed to assume the task. The Secret Service representative in San Francisco will be requested to act with you and the officials of the San Francisco and Carson mints will be instructed to cooperate with you so far as you require their aid. You will be authorized to visit the Carson Mint and conduct an inquiry there and your necessary expenses while so doing will be duly provided for. You will trace the several bars from their origin and take the statement of all employees who have borne any relations to them. Act upon your own initiative in making inquiries and obtain all of the information possible and report the facts and your conclusions upon them. I realize that this case may be a very

RG104 E-235 Vol 393

perplexing one, and if these foreign substances were found in the melt it is highly important that the guilty parties who placed them there and who are probably still in the service, should be apprehended.

You will complete your settlement with the San Francisco and then immediately proceed with this investigation. I am giving you this advance notice in order that you may make your plans accordingly, but you are requested to consider this information as confidential until ready to begin the inquiry, except that you may meantime confer with the Superintendent and the Melter & Refiner of the Mint at San Francisco, and with the Secret Service representative who may be assigned to your assistance. Kindly acknowledge the receipt of this letter. The Superintendent of the Mint at Denver and the Assayer in Charge of the Mint at Carson will be advised of your additional commission.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 13, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms were mailed to your Mint on the 11th inst.:-

	Form No.
50 copies "Certificate of Delivery of Coin and Bullion",	986

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

June 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of June 1st submitting for approval the transfer of J. A. Degan, machinist in your Mint at $4.00 per diem to the position of engineer at $1300 per annum, and to your suggestion that the transfer be made without examination as you think Degan would not be able to pass the Engineer Examination, I beg to refer you to the Bureau letter of May 7th. You are on the ground and the best judge of whether Degan can take care of your boilers and equipment in the absence of the engineer. If you have any doubt as to his capacity for this work he should not have the position of assistant to the engineer. If, however, with your knowledge of his capacity you can use Degan for this work without jeopardizing the boilers or any of the equipment you are authorized to promote him to $1300 per annum, such compensation to cover any additional work he may be called upon to perform on Sundays or holidays, and to retain his designation as machinist, it being understood that his services shall be used as machinist whenever so desired. I have not taken up the matter with the Civil Service Commission because I prefer to have you give this arrangement a trial. If later you think it is important that

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Degan's designation should be changed to that of engineer it will be necessary for him to take a Civil Service Examination in schedule B.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

June 14, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith for payment the accounts of the following named newspapers for advertizing for proposals for supplies for your Mint for the fiscal year 1913; amounts to be charged to your Contingent Appropriation, 1912, and vouchers to be included in your quarterly accounts when sent to the Bureau:

The San Francisco Call ---------- $9.25
The Evening Post Publishing Co., ------- 7.20

Respectfully,

Director of the Mint.

Enclosures.

RG104 E-235 Vol 393

June 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 10th instant advising of the recall of Thomas J. Taylor to duty, and the canceling of his furlough.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 10th instant enclosing receipt for premium upon the bond of E. R. Leach, Melter & Refiner of your institution. The premium receipt has been referred to the Secretary of the Treasury for file in the Department.

Respectfully,

Geo E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

June 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 10th instant advising of the resignation of C. H. Clancey, and the records of the Bureau will be adjusted accordingly.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of the 11th instant enumerating the articles which you state will be required for nickel coinage and I have to-day given the order to the Mint at Philadelphia to proceed with the preparation of this equipment for your Mint, as follows:-

Nickel feeds and tubes for presses Nos. 2, 3 and 4.
Dies and collars.

It is understood that the balance of the equipment necessary will be prepared in your Mint.

Respectfully,

Geo. E. Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

June 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 13th instant with regard to wire partition in Vault A I think you followed a wise procedure in having this partition placed in the vault. There is a line of difference between the temporary partition and a permanent one, the former being payable from Mint appropriation under our control and the latter allowed from the appropriations under the control of the Supervising Architect. Inquiry at the office of the Supervising Architect develops that there is nothing left in their appropriation for locks, safes and vaults and they have no funds from which to draw to pay for this work since it is a service performed during the fiscal year 1912. Consequently I am returning the papers in the case with the request that you have the bill re-vamped, filling it out "Construction and Installation of Temporary Wire Partition in Vault A". When this is done you are authorized to make payment from the appropriation for Contingent Expenses, Mint at San Francisco, 1912. Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 7th instant enclosing bids received for filing cabinet to meet the requirements for voucher filing in your Mint, and recommending the acceptance of the bid of the Rucker-Fuller Desk Co., for not to exceed $102.33, I note that this equipment calls for the following:

2 4-drawer mahogany vertical letter units
1 3-drawer " " " " with
4 drawers for 3 x 5 cards in top space.
1 Pair Magogany panel ends.

As it is not quite clear to me why you require 7 letter units for the correspondence in your Mint I am suggesting that you look into the matter a little further and see if you require so large an equipment. In New York, where the correspondence is voluminous they have a 4-drawer upright vertical cabinet for their disbursement vouchers, and the Superintendent advises that this will be ample for the flat filing of such vouchers as are retained in that office for at least five years. From the number of vouchers sent to the Bureau I should not think that you would require 7 drawers. Please do not; order an equipment to exceed your needs for the next five years for by that time it is presumed you could do away with a good many of your files.

RG104 E-235 Vol 393

In replying to this letter relative to the equipment I wish you would explain the system you are inaugurating. For instance: It is not quite clear in what manner you are to use the 3 x 5 cards. Are these cards for entry of mail received and sent out? Please give me in detail the system. As I told you in my letter of the 17th the store room cards will be furnished you from the east and you will be given the price of the cabinet that will take care of the store-room cards delivered at San Francisco. If you can purchase it in San Francisco with no greater expenditure you will be authorized to do so.

As you have been advised, the intention of the Secretary is to have uniformity in mail entries as well as in accounting and it is mandatory that the information on accounts sent from our field service to the Bureau shall be of similar form, and furnished in the same way. It is my wish that the supporting information kept in the mints in order that the uniform information may come to us from you for the Secretary's Office, shall be kept in a uniform way in all institutions.

The store-keeping system has been explained to you and if you have any other supporting system that I have not taken up which enters into the information which we must have for the Secretary's office each month, please give me in detail the manner in which this information is kept. Please also give me in detail your method of entering mail received and sent.

If after you have considered the matter you feel that you cannot get on with less equipment than you have requested you are authorized to accept the bid of the Rucker-Fuller Desk Company for not to exceed $102.33, but I suggest that you telephone and ask that they bid on a fewer number of units as the standard types of filing cabinets are made with a

RG104 E-235 Vol 393

view to expansion. If you get telephonic bids have them marked on the bottom of the bids enclosed herewith for the larger equipment and forward the entire correspondence with the vouchers in your accounts.

I notice that you say several more cabinets are necessary. Please get bids upon whatever may appear to you to be necessary for keeping the current working files in cabinets, and when you forward the bids please advise me in which rooms these cabinets are to be placed, and the purpose for which they are intended, covering the latter in detail.

Respectfully,

Director of the Mint.

L.

RG104 E-235 Vol 393

June 20, 1912

Superintendent, U. S. Mint,

San Francisco, California.

Sir:

I am in receipt of a letter from J. W. Mays, Attorney, 1200 Call Building, San Francisco, dated June 11, 1912, in which he states that George G. Rodgers, employed in your Mint, executed a note on August 9, 1910 amounting to $27.50 accompanied by a regular power of attorney and that appeal to you resulted in the statement that power of attorney was ineffective.

I am enclosing for your information excerpts from the legal authorities on hand in this Bureau, and am advising Mr. Mays today that he must refer to you in the matter. Copy of Bureau letter to Mr. Mays herewith.

It is not contemplated, as you know, that the government shall be a collecting agency, but it is desired that employes in our service shall pay just debts or give satisfactory reason for not doing so. Please advise me what action Mr. Rodgers contemplates in this matter.

Respectfully,

Director of the Mint.

(Enclosure)

RG104 E-235 Vol 393

Assignments of claims void, unless, &c.:-

29 july, 1846, c. 66, v. 9, p. 41.
26 Feb., 1853, c. 81, s. 1, v. 10, p. 170.

SEC. 3477. All transfers and assignments made of any claim upon the United States, or of any part or share thereof, or interest therein, whether absolute or conditional, and whatever may be the consideration therefor; and all powers of attorney, orders, or other authorities for receiving payments of any such claim, or of any part or share thereof, shall be absolutely null and void, unless they are freely made and executed in the presence of at least two attesting witnesses, after the allowance of such a claim, the ascertainment of the amount due, and the issuing of a warrant for the payment thereof. Such transfers, assignments, and powers of attorney, must recite the warrant for payment, and must be acknowledged by the person making them, before an officer having authority to take acknowledgments of deeds, and shall be certified by the officer; and it must appear by the certificate that the officer, at the time of the acknowledgment, read and fully explained the transfer, assignment, or warrant of attorney to the person acknowledging the same.

Sines v. U.S., 1 C.Cls.,12; Cooper v.U.S. 1 C.Cla.,85; Cote v. U.S., 3 C.Cla.,64; Trist v.Child, 21 Wall.,441; Lawrence v.U.S. 8 C.Cla.,252; Cavendor's Case, 8 C.Cla. 281.

(U.S.R.S., 2nd Edition, 1878, p. 689).

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ASSIGNMENT OF WAGES OF A GOVERNMENT EMPLOYEE UNDER ORDER OF A DISCLOSURE COMMISSIONER.

A disbursing officer is not authorized to pay the wages of an employee on a Government work to a person to whom the employee has given an order for his wages under direction of a disclosure commissioner acting under the laws of Maine. Such an order would amount either to a voluntary assignment, prohibited by section 3477, Revised Statutes, or to an instrument in the nature of a writ of attachment, void as against funds of the United States in the hands of a disbursing officer.

TREASURY DEPARTMENT,
OFFICE OF COMPTROLLER OF THE TREASURY,
December 14, 1896.

SIR: I am in receipt by reference of the Chief of Engineers of your letter of the 21st ultimo, inclosing a paper of which the following is a copy:

"STATE OF MAINE, Cumberland, ss:

"PORTLAND, November 20, 1896.

"I, James M. Jackson, of Portland, in the county of Cumberland, by order of Robert T. Whitehouse, disclosure commissioner, appointed by the supreme judicial court within and for the county of Cumberland, under the provisions of chapter 113, section 51, of the Revised Statutes of Maine, hereby assign to Calvert E. Woodside all claims, also all right, title, and interest in any claim I have against the United States Government for labor performed at the place known as Portland Head, on fortifications in process of erection by said United States Government. The proceeds of said claim when collected to be applied to satisfy the execution of D. C. Perkins against J. M. Jackson.

"J. M. Jackson.

"Witness:
"R. T. WHITEHOUSE,
"Disclosure Commissioner".

You ask whether you are authorized to pay to said Woodside the wages due to said Jackson, a laborer on the works of fortifications under your supervision.

Treated as a voluntary assignment, which it does not purport to be, the paper is void under the provisions of section 3477, Revised Statutes. Treated as an involuntary assignment, executed under the statutes of Maine as a means of enforcing the payment of a judgment obtained by Woodside against Jackson, the instrument is in the nature of a writ of attachment, and is equally void, because the funds of the United States in the hands of a disbursing officer are not subject to attachment. (Buchanan v. Alexander, 4 How., 20; 1 Comp. Dec., 171).

You are not justified, therefore, in making payment to Mr. Woodside, but payment should be made to Jackson himself.

Respectfully yours,

R. B. BOWLER,
Comptroller.

(Decisions of the Comptroller of the Treasury, Vol. III).

RG104 E-235 Vol 393

Assignment of, whether liquidated or unliquidated.

The word "claim", as used in section 3477, Revised Statutes, which provides that "all transfers and assignments made of any claim upon the United States * * * shall be absolutely null and void", unless made as prescribed therein, comprehends all demands against the United States for the payment of money , whether liquidated or unliquidated; and an assignment of a judgment against the United States made before "the issuing of a warrant for the payment thereof" is within the meaning of the statute, and void. 4 pub., 196. See 6 ms., 1015; 7 id., 838; 8 id., 754; 11 id., 138, 503; 12 id., 533, 975; 13 id., 366; 14 id., 207; 15 id., 640,668; 19 id., 74.

SEE ARMY, pay, allotment; POWERS OF ATTORNEY, claims; and OFFICERS, compensation, assignment.

(Digest of the Decisions of the Comptroller of the Treasury, Oct., 1894 - June, 1902, p. 241),

RG104 E-235 Vol 393

June 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am in receipt of a letter from the Superintendent of the Mint at San Francisco under date of June 19, 1912, with reference to the nickel equipment for your Mint in which he states that work will be begun immediately on the requirements set forth in your letter, and the articles should be delivered to you about the 20th of July. In this connection he wishes to know "whether the collars for presses 2, 3 and 4 are to fit the large or medium ring as both sizes are made for the San Francisco Mint". He also wishes to be advised whether the dies are to be the same size as the dime and the one-cent dies supplied to your Mint, or the size of the larger denominations.

Respectfully,

Director of the Mint.

M.

RG104 E-235 Vol 393

June 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In accordance with the recommendation contained in your letter of the 15th instant the transfer of D. Holse from Helper, Coining Department, at $3.50 per diem, to Watchman at $900 is approved to take effect July 1, 1912.

Respectfully,

Geo. E. Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

June 21, 1912.

Superintendent U. S. Mint,

San Francisco, Cal.

Sir:

The following bills have been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation:

Wells Fargo & Co., Express, transportation of coinage dies from Philadelphia in December last - $9.44

Western Union Telegraph Co., March messages - 2.96

Postal Telegraph-Cable Co., do 1.48

Respectfully,

Geo. E. Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, June 22, 1912.

TO Superintendent, Mint,
San Francisco, Cal.

No objection to issuing checks dated June in ~~payment~~ advance payment of deposits.

Director.

Cont. Ex. Mint ~~[illegible]~~ San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES,
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.
2—4263
STOCK FORM 1758 B.
DIV. P. AND S.

RG104 E-235 Vol 393

June 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested the Secretary of the Treasury to cause to be deposited in the Treasury in your name the sum of $16.95 on account of the profits on the recoinage of Hawaiian silver coin redeemed and that the bullion fund of your Mint be increased in this amount.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 22, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following amended Form has been mailed to you today:-

100 copies "Coiner's Balances",———————— Form No. 220.

You will please discontinue to use the old Form.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of the 17th returning your letter of June 3rd with sample card attached, in which you state that the cards are used in connection with an index system covering the filing of your official records. I wrote you on June 19th relative to your system for filing. As this card is not lined off and has no indication of the particular use to which it is to be put I shall have to ask you to give me more information before honoring your requisition.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

June 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am advised by the Supervising Architect under date of June 22nd that a proposal has been obtained from the American District Telegraph Company, in amount $20.00 per month, to furnish electrical protection service for vault "A" in your Mint and that favorable action will be taken as soon as the appropriation for " Electrical Protection of Vaults, Public Buildings, 1913" is available. The Supervising Architect states that a copy of his letter to the Bureau will be forwarded to you.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

, June 25, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#624; $2,027.02; Charges on fine gold sold; Personal credit in Bullion Accounts; to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

June 26, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Voucher #10, your May disbursing accounts, carries a unit price of $2.70 per Cwt. for two sheets steel purchased from Dunham, Carrigan & Hayden Co., without indication of the weight delivered. Please inform me as to this in order that the voucher may be in proper form before it is forwarded to the Auditor.

Respectfully,

Geo E Roberts

F Director of the Mint.

RG104 E-235 Vol 393

June 26,1912

Superintendent, U. S. Mint,

San Francisco,California.

Sir:

A letter was sent to the Superintendent of the Assay Office at New York with regard to the number of assays carried on a tentative cost sheet under "refinery assays" and I am enclosing copy of the reply. In the Bureau letter it was stated that the impression prevailed here that Mr. Leach, your Melter and Refiner ran the slimes into anodes and not into bars and that no assays were made. If this is not correct please tell me just how that procedure is followed in your refinery. Also ask Mr. Leach to give me any other information on this subject that will enlighten me in the matter.

There seems to be no uniformity possible in listing the number of assays on deposits, and as this number carried on the cost sheets affects the "price per assay" I am trying to get something on this subject. Do you count in the "number of assays" "A" and "B" as two assays? What would you think of carrying a table in the "Assay Department Cost sheet" showing the number of samples sent to the Assay department and the number of assays on each? For instance: In the New York Assay Office they collected on 84 "special assays" in May $1.68. They report on a temporary cost sheet "special assays" 595; upon inquiry they report that on the 84 special assays 447 assays were made. I should like your suggestions for something that will bring about a comparison on the cost sheets under this heading.

Respectfully,

Geo. E. Roberts

Director of the Mint.

K

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, June 27, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Transfer order on Hawaain profits mailed yesterday.

Recall letter t-day. Watch it at your end.

Director.

Cont. Dr. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 1758 B.
DIV. P. AND S.

2—4258

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, June 29, 1912.

To

Superintendent, Mint,
San Francisco, Cal.

Continue all operations unless otherwise advised.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Ex., San Fran. Mint, 1912.
The appropriation from which payable must be stated on above line.

STOCK FORM 1766 E.
DIV. P. AND S.

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, June 29, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Please send cost report for May.

Acting Director

Cont. Er° Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR .....
The appropriation from which payable must be stated on above line.

2—4258

STOCK FORM 1758 B.
DIV. P. AND S.

RG104 E-235 Vol 393

, June 29, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#631; $40.23; Value of Superintendent's sweeps bar; personal credit in Bullion Accounts; miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 1,1912

309361.
1913 contracts.

Superintendent, U. S. Mint,
San Francisco,California.

Sir:

I am forwarding you under separate cover sample of buck glove and buck mitt which will be purchased for the Mint service and shipped to the several mints. Your bids read as follows:

H. & L. Block:
Heavy Buck Gloves No. 1.....$12.75 per dozen.
Buck Driving gloves No.8..... 11.00 "
Horsehide Gloves No.6..... 10.50 "

Murphy Grant & Co.
Driving Gloves No.905 Buck..... 13.00 "

The buck glove ~~with~~ sample enclosed is quoted delivered at the Philadelphia Mint at $8.75 per dozen. The Buck mitt delivered at the Philadelphia Mint at $8.25 per dozen. I have invited bids f.o.b.point of shipment but will ask you meantime to advise me by wire upon receipt of the samples how many of these gloves and mitts you will require,approximately, for the fiscal year 1913.

I have no bid on "horsehide gloves" but if you find that you need this kind of glove, please forward sample to this Bureau and we will try for quotations them in the East. For what purpose is the horsehide glove used in the Mint.

Respectfully,

Geo E Roberts

Director of the Mint.
K

RG104 E-235 Vol 393

, July 2, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Depoait has been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#647; $60.70; Value of Superintendent's Sweeps Bar; personal credit in Bullion Accounts; miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, July 2, 1912.

Superintendent, U.S. Mint,

San Francisco, Cal.

Sir:

The new accounting forms for use in your institution will be forwarded as rapidly as they are received from the printer. I am forwarding under separate cover 250 copies each, of the following forms to be put into immediate use, discontinuing the old forms:

#987 - Purchase or Stores Requisition
#988 - Purchase Order, Vendor's Copy
#988a do Receiving Clerk's Copy
#988b do Office Copy

Also 4 copies form 996-Classification Objects of Expenditure.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 3, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

In order to avoid certain differences between your ordinary expense accounts and bullion accounts as rendered, and as settled by the Auditor, it is directed that in future, at the end of the quarter, all seigniorage on subsidiary silver coinage and minor coinage be transferred from the bullion accounts to the ordinary expense accounts, retaining in the ordinary expense accounts sufficient balance of the minor coinage profits to pay any bills chargeable thereto and depositing to the credit of the United States the remainder. Any expenditures (by vouchers) occasioned by distribution of minor coinage will thus form a part of the ordinary expense accounts and will be entered on the first line of the account current "Expenditures as per vouchers" in the "Miscellaneous Revenues" column.

Respectfully,

Geo E Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

July 3, 1912.

Hon. Edward Sweeny,
U. S. Mint,
San Francisco, Cal.

Dear Judge Sweeny:

I have received your letters relative to the claims against Messrs. Sullivan and Rogers. I would not think of forcing these men out of the service if the conditions are as they represent. It seems to me that if a similar statement were made to all of their creditors some reasonable adjustment of their obligations could be made. They need a friendly intermediary who will explain the situation and bring about such an adjustment. It would be outrageous to compel these men to pay a lot of costs and usurious interest. I suggest that you take the matter in hand and work it out.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, July 5, 1912.

TO Superintendent, Mint,

San Francisco, Cal.

In Taylor's case separation makes his record bad. Cant we accept resignation.

Director

Cont. Ex. Mint San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR.....
The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

, July 5, 1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#662; $328.15; Coiner's Gold surplus for fiscal year 1913; personal credit in Bullion Accounts; miscellaneous receipt.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

July 5, 1912

309630.

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

The letter of the 29th ultimo enclosing the resignation of C. L. METCALF, Guide at $900 per annum is hereby acknowledged.

Respectfully,

Director of the Mint.

K

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, July 6, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Have Mr. Leach accompany Mr. Hinrichs to Carson and participate in inquiry but as the issue is between the two institutionsthey should report independently. Expenses reimbursed in August from Bureau appropriation.

Roberts

Director.

Cont. Ex? Mint Bureau 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.
STOCK FORM 13.
DIV. S., P., AND B.
2—4258 a

RG104 E-235 Vol 393

, July 6, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding to you by mail today the following:-

		Form No.
150 Copies	"Acquisition and Disposition of" - 75 copies printed on white paper for silver and 75 on green paper for Minor Coinage Metals",	193
250 Copies	"Cashier's Daily Statement",	231
250 "	"Delivery Invoice",	991
250 "	"Proposals",	712
25 "	"Deposits and Purchases" (Revised),	61

Respectfully,

Geo E Roberts

Director of the Mint.

JF

RG104 E-235 Vol 393

, July 5, 1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In order to obtain similar information regarding minor coinage transactions, your attention is directed to pages 18 and 19 of my report for the fiscal year 1911, especially to the table on page 19, showing the amount of minor coins issued, remelted and outstanding, as far as your records will permit, which I would be pleased to have you prepare and include in your report of operations, commencing with November, 1908 - the date of the first minor coinage made at your Mint - up to the end of June, 1913.

Respectfully,

Director of the Mint.

A

RG104 E-235 Vol 393

July 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am telegraphing to-day asking that you have Mr. Leach accompany Mr. Hinrichs to Carson. I am much disappointed that Mr. Hatheway is unable to go as I value his judgment and I would rather have the opinion of two than of one upon such a case. Inasmuch as there is an issue between the two institutions I can hardly commission an employee of the San Francisco Mint to act as a member of the committee with Mr. Hinrichs. I concluded, however, to have Mr. Leach accompany him as I fear Mr. Hinrichs has not had sufficient practical experience to deal with the situation alone. He is a capable man and well informed upon all office work but I am not sure that he has had enough practical Mint experience to be equal to the investigation alone. I want Mr. Leach to give his best judgment to the case and call Mr. Hinrichs attention to all features of it, but to make his own separate report, and I have asked Mr. Hinrichs to act independently and make his own report. When they have returned, if the

RG104 E-235 Vol 393

facts warrant the fastening of suspicion upon anyone we will probably call in the Secret Service representative in San Francisco. I will, however, await the report before authorizing definite action. I would like to have a brief summary of their findings telegraphed.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 8, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of Lading #15350 covering shipment of one box coinage dies from Philadelphia Feb. 24, 1912, received by you March 4, 1912, carries in the body of the bill a weight on 23½ lbs., while the certificates at foot of form, both Philadelphia's and yours, read in both words and figures 13½ lbs. Philadelphia informs me that all their records indicate a weight of 23½ lbs. Please send me a letter in regard to this to accompany the bill to the Auditor.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

, July 8, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

#666; $9,097.69; Parting and Refining Charges; personal credit in Bullion Accounts; to the credit of appropriation for Parting and Refining Bullion.

#667; $986.39; Alloy charges; personal credit in Bullion Accounts; miscellaneous receipt.

Respectfully,

Geo E Roberts

Director of the Mint.

B

RG104 E-235 Vol 393

, July 8, 1912.

Superintendent, U.S. Mint,

San Francisco, Cal.

Sir:

I am forwarding to you by mail today the following:-

1000 Copies "Assayer's Report for Melter and Refiner",- Form No. 462

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I have this day requested the Secretary of the Treasury to cancel Transfer Order #35675 for $16.95, carried to your credit as "Profits on the Recoinage of Hawaiian Silver Coins", in accordance with your telegram of the 26th ultimo.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 16,1912

309378
309865

Superintendent, U. S. Mint,

San Francisco, California.

Sir:

I am not sure that it is clear to you that the Treasurer contemplates that you shall have a disbursing account not to exceed one thousand dollars, by depositing an amount from the minor coinage profits, in order that expenses belonging to that fund shall be paid therefrom and that all profits in excess of this thousand dollars shall be turned into the Treasury at the close of each month. Is this your understanding?

Respectfully,

Director of the Mint.

K

RG104 E-235 Vol 393

, July 10, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please inform this Bureau of the amount in standard ounces of domestic bullion refinery bars, less than 992 and of domestic bullion refined bars of 992 and over, received at your Mint during the calendar year 1911 - gold and silver to be reported separately.

Your report previously furnished shows the aggregate to be:-

Gold,	2,326,711.985	Standard ounces
Silver,	857,441.62	" "

This information should be reported on all future statements, Form No. 61.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 5th instant enclosing the bond of James McClure. The bond has been forwarded to the Secretary of the Treasury for approval and file in the Department.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

July 10, 1912.

0963

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Will you please have carried on your cost sheets in the future under "Assay Department" information showing the number of assay samples taken for the month and the number of assays made upon each class of samples. In other words, I should like the sheet to show how many assays have been made on each class of samples, the samples to be segregated under the headings as now carried.

Respectfully,

Geo E Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

July 11,1912

30197

Superintendent, U.S.Mint,

San Francisco, California.

Sir:

Referring to your request of July 1st for 3,000 storeroom cards as per sample forwarded to you I have to advise you that the Superintendent at New York has been requested to send 800 of these cards to you by mail. If this number, upon trial, is not found sufficient for your present needs please advise me.

Respectfully,

Director of the Mint.

k

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, July 13, 1912.

TO Superintendent Mint San Francisco, Cal.
" " Denver, Colo.
Assayer in Charge Aassay Office, Seattle, Wash.
" " " " Boise, Idaho.
" " " " Helena, Montana.
" " " " Deadwood, S.D.
" " " " Salt Lake City, Utah.
" " Mint Carson, Nevada.
" " " New Orleans, La.

Pay for silver contained in gold deposits made on and after Monday ~~Inxxx~~ July fifteenth at rate of fifty-three cents per ounce standard.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont: Ex. Mint Bureau 1913.
The appropriation from which payable must be stated on above line.

2—4258 a.

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, July 13, 1912

TO

Superintendent, Mint,

San Francisco, California.

If offices of Melter and Refiner and Coiner are abolished according to pending Bill another settlement will be necessary. Hold metal in Superintendent's hands so far as possible pending this action. Keep refinery closed for present.

Roberts.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Contingent Expenses, Office Director of Mint
The appropriation from which the expense is to be charged

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

July 15,1912

IN RE PERSONNEL AT SAN FRANCISCO.

Memorandum given to me by Superintendent Sweeny on a visit to the Mint at San Francisco, May 26,1912:-

Judge Sweeny says he does not know what to do about the force in the Mint and makes particular mention of the following:

$1,400.	George Babcock:	Clerk at $1,400. If demoted or dropped it would not be necessary to fill this place.
1,600.	F. A. Pedlar:	Skilled Workman at $1,600. If demoted or dropped it would not be necessary to fill his place.
1,400.	R. C. J. Adney:	Clerk (Storekeeper) at $1,400. If demoted or dropped it would not be necessary to fill this position.
1,200.	E. R. Syms.	Clerk at $1,200. Not necessary.
2,000.	D. L. Noggle.	Deposit Weigh Clerk. Should be a man more fitted for the work.
2,100.	George McLaughlin.	Superintendent of Machinery. Not necessary. There is one Superintendent of Machinery, one Assistant Superintendent of Machinery and no machinists. Also one Foreman of Machinists.
1,900		
1,400.		
1,400.	Thomas Taylor.	Calculating Clerk. Resigned. Place to be filled by probable appointment of an adjuster after examination at $1,200.

Examiner.

RG104 E-235 Vol 393

July 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

On February 15th you enclosed a letter from your assayer stating that he was working on a modification of the Gay-Lussac method of determining silver by finishing the operation with ammonic sulphocyanide. I would be glad to be informed if he has done any further work on this method, and if he has reached any definite conclusion as to advising the use of this modified method throughout the service.

Respectfully,

A. A. Tilly

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

July 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 10th instant advising of the resignation of Thomas J. Taylor, Clerk in your Institution, effective June 15, 1912.

In this connection I have to request that you will forward but one copy to the Bureau and one to the District Secretary of the Civil Service Commission, when forwarding information in regard to the personnel of your Mint.

Respectfully,

A. V. Fecy

Acting Director of the Mint.

RG104 E-235 Vol 393

July 16, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms, etc., have been mailed to you today:-

			Form No.
150	Copies	"Schedule of Pay Rolls",	53
250	"	"Public Voucher",	939
250	"	"Register of Purchase Orders",	992
150	"	"Register of Pay Rolls",	994
150	"	"Schedule of Revenues",	997
100	"	"Appropriation Ledger",	995
150	"	"Register of Vouchers",	993
5000	"	"Memorandum of Gold Bullion",	42
500	"	"Report, Captain Night Watch",	442
1000	"	"Assayer's Memorandum of Fineness",	629
500	"	"Report of Doorkeeper",	346
1000	"	"Silver Ingot Transcript",	217
		One Kalamazoo Binder, 14 X 17.	

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

July 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

On August 4, 1910, you sent a list of employees to the office covering the date of separation. I am returning this list to you to-day asking you to correct it, leaving out the word "dismissed" whenever it is a separation on account of lack of work, and wish you would also put in the date of appointment of everybody on this list. Please let me have it again as soon as possible.

Respectfully,

A. M. Joel

Acting Director of the Mint.

RG104 E-235 Vol 393

July 17, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that the following bills have been forwarded to the Auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912:

U. S. Express Co., silver assay coins to Philadelphia in April last - - - - - - - - - - - - - - - - - - $7.80

American Hawaiian S. S. Co., scale parts, etc., from Philadelphia via New York, to your institution in January last - 84.41

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

July 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am sending you today two blue prints of crucibles that were included in the request for bids on graphite for 1913. For convenience sake we will call one of the crucibles "Denver 80" and the other "Specification 80". They are both quoted for delivery at the New York Assay Office or FOB point of shipment at $2.52 each. You have had sent to you some weeks ago the specifications upon which the 80 was to be made and it appears to conform to these specifications. These blue prints were made up by the Gautier people and sent to the Bureau marked to show the bilge and I wish you would ask your Melter & Refiner to look them over carefully and make any suggestions that might be met by the company looking to durability and efficiency for our service. Of course, they are not expected to make many changes from the specifications upon which they bid but they signify a desire to satisfy us and I think will make any small change we might suggest. I want very much to get a crucible that can be used all over the Mint Service for the large gold melts and of course for any other purpose for which it is suitable and hope this is coming closer to what we want. Please let me hear from you at your earliest convenience and also state again how many of these crucibles you wish ordered for the use of your institution for the fiscal year 1913.

I am also enclosing list of the goods included in the 1913 contract for graphite. These goods are all FOB at point of shipment or delivered at the New York Assay Office consequently it is very desirable that you order as many as you possibly can at one time to meet your requirements for the entire year. If you will send your order to the Bureau we will give instructions as to the transmission. The contractors understand that the goods are to be shipped properly packed for delivery to the Quartermaster and that they are to be responsible for their good condition until they are received by you.

Respectfully,

Acting Director of the Mint.

S.
(Encls.)

RG104 E-235 Vol 393

July 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Will you please advise me as to the following:
When the Melter & Refiner turns over a melt to the Superintendent the mass weight of which might be 8,000 ozs. is there any allowance made to the Superintendent by the Melter & Refiner to meet any possible difference between the weight of this melt by individual bars and the weight of the mass melt? If so please tell me exactly how much this allowance is. I wish to have this information for certificate bars as well as other bars. I should like to hear from you at your earliest convenience.

Respectfully,

N. V. Leech

Acting Director of the Mint

s.

RG104 E-235 Vol 393

July 20, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of Wells Fargo & Co. Express, for transportation of coinage dies from Philadelphia to your institution on Feb. 14, Feb. 24 and Mar. 4, 1912, amounting to $9.95, has been forwarded to the Auditor for settlement, the amount of same being chargeable to your contingent appropriation for the fiscal year 1912.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

July 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am advised by the Superintendent of the Mint at Philadelphia that the coin collars and automatic feeders ordered in your letters of June 18th and July 3rd have been forwarded to you under date of the 20th.

Respectfully,

Director of the Mint

K-

S.

RG104 E-235 Vol 393

July 22, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am today in receipt of a letter from the Civil Service Commission replying to Bureau letter of the 16th stating that steps will be taken for the holding of an examination from the subclerical to the clerical grade in your Mint. Please advise me if there is any delay in holding this examination.

Respectfully,

Director of the Mint

K-

S.

RG104 E-235 Vol 393

July 22, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The appropriation bill you will note carries provision for only one clerk at $1,800, in your institution and there are now two clerks receiving this salary, to wit: Brooks and Arms. It will be necessary to reduce one of them to $1,600, when the bill goes into effect. From my knowledge of the conditions I would say that Brooks was the more important man and should receive the $1,800 but I would like to know what you think about it. In our estimates as submitted we asked for $1,800 for two clerks but you know the whole situation was mixed up during the contest in the House and appropriations for 1912 were voted into the bill in substitution for the Committee's report.

Respectfully,

Director of the Mint

s.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,
July 23, 1912.

TO

Superintendent, Mint,
San Francisco, California.

Requisition July covers salaries forty-five hundred; wages ten thousand; contingent twenty-five hundred; parting refining three thousand.

Acting Director.

Contingent Ex. Mint at San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

July 23, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I would thank you to forward a full description of the humid method of determining silver as practiced in your institution upon standard silver. I particularly desire a detailed description of the latter portion of the operation by which the exact fineness of the metal is established.

Respectfully,

Director of the Mint

D-

s.

RG104 E-235 Vol 393

July23, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Requisition for funds for your use during the month of July was approved in the following sums:

Salaries, Mint at San Francisco, 1913	- - -	$ 4,500
Wages of Workmen	do - - -	10,000
Contingent Expenses	do - - -	2,500
Parting & Refining Bullion	- - - - - - - - -	3,000

In the confusion attendant on the failure of enactment of the appropriation bill, the usual notification seems to have been overlooked.

Respectfully,

Geo E Roberts

Director of the Mint.

F/K

RG104 E-235 Vol 393

July 24,1912

309431

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

I am enclosing herewith schedule made up by the General Supply Committee and wish to call your attention to Class 8, Paints Oils etc." with the request that you have placed on the margin of this schedule comparative prices for any oils used by you, returning the schedule to this Bureau at your earliest convenience.

Respectfully,

Acting Director of the Mint.

(Enclosure)

Is lard by the pound used for molds in your Mint?
What price is paid for mold oil or lard for this purpose?

RG104 E-235 Vol 393

July 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge receipt of yours of the 16th inst. enclosing applications for sick leave for H. P. Filgate for 19 days, June 17th to July 8th, inclusive; also for Uri McKee for 20 days, June 18th to July 7th, inclusive, and same are herewith approved and returned.

Respectfully,

Acting Director of the Mint

S-

(Encls.)

RG104 E-235 Vol 393

July 24, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Vouchers #54, favor J. Gualco and #57, favor E. A. Clarke, pertaining to your June disbursing accounts, carry indication of payment by check and are also accompanied by receipts for cash. This is contrary to paragraph 2 of Treasury Department Circular #52 of 1907, which provides that no receipt for moneys paid by disbursing officers' checks shall be required or taken, etc. Please explain.

The Bureau has apparently failed to advise you of the following deposits covering cost of Philippine Coinage: in April, C/D 843, to credit of Wages, $3575.82, to credit of Contingent, $1787.90; in June, C/D 1657, to credit of Wages, $6000, to credit of Contingent, $3000. The deposit of April not appearing on your account current as such will result in a certification by the Auditor of a less balance under these appropriations than you have shown, unless you desire to amend your records and forward an amended account current.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

This morning the representative of the International Banking Corporation called at the Bureau and stated that on the 26th and 29th of June there was deposited at your mint $500,000 in gold yen and New York exchange was refused them for the reason as given by you that during the settlement you were paying out nothing but gold coin.

Your telegram of June 21st stating that you are making payments in coin only and asking whether you could issue checks dated in June in payment of advances was replied to on June 22nd by the following telegram- "No objection to issuing checks dated June in advance payment of deposits." In your telegram of the 21st you particularly state that if possible check requests should be granted depositors and it is not clear to me why New York exchange was refused the International Banking Corporation on the 27th. Will you please advise me as to this.

In this connection why is it simpler for you to pay out gold coin during settlement than to take the usual procedure and pay advances by check? As long as the regulations grant New York exchange it would seem simpler for you to manage in that way than to go through the process of delivering gold coin, reducing your balance of gold coin on your books instead of reducing your New York credit.

Respectfully,

Acting Director of the Mint

S.

RG104 E-235 Vol 393

July 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of the 19th instant acknowledging the receipt from New York of the 1200 cards for use in your storeroom, and requesting to be furnished with index cards I beg to state that you are authorized to purchase in San Francisco the additional cards required to be used as guide cards and indexes, following as nearly as possible the suggestions made previously in regard to the use of the cards. If you require additional cards similar to those already furnished by New York please make application through the Bureau for the same as New York has contracted for a large quantity of the cards like those sent you in order to supply all of our institutions.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington July 29, 1912.

To Superintendent Mint,

San Francisco, Cal.

Appropriations bill provides but one clerk at eighteen hundred and six at sixteen hundred. Wire recommendation changing either Brooks or Arms.

Acting Director.

Cont. Ex. ~~Mint~~ ~~Bureau~~ San Francisco 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

2—1258a

STOCK FORM 13.
DIV. S., P., AND S.

RG104 E-235 Vol 393

July 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of the 24th instant transmitting report of your assayer on a modification of the Gay-Lussac silver method, I would thank you to forward detailed directions for carrying on the method which I may submit to other institutions for trial.

Respectfully,

N. W. Kelley

Acting Director of the Mint.

EPD.

RG104 E-235 Vol 393

July 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of July 9th enclosing a sample of horse-hide gloves included in your schedule for 1913, (H. & L. Block), at the rate of $10.50 per dozen pairs, I wish you would advise me immediately upon what work the men are employed when these horse-hide gloves are used. I am enclosing a sample of a cheap grade of glove used in the New York Assay Office purchased from Wanamaker at $2.55 per dozen pair. This glove is used in the handling of bricks, tiles, and all classes of work where heat is not a factor. The men in New York Office use an asbestos mitt when working over the furnaces, and the helpers use asbestos and occasionally canvas mitts. This is also the custom in Philadelphia. Please return this New York sample glove with your reply as to the practicability of using this grade of glove in your institution, in lieu of the horse-hides.

Respectfully,

W. V. Keen

Acting Director of the Mint.

RG104 E-235 Vol 393

July 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The bill of the Globe Express Company on the shipment of assay muffles from Gautier & Company, to your Mint on May 23, 1912, was received to-day, and amounts to $21.74. This express rate is so large on one barrel of assay muffles that it leads me to ask whether or not you have a report to make on the muffles of the Denver Fire Clay Company. I think we were to experiment with them and see if could not get as good results with them.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

July 30, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Globe Express Co. for transportation of 1 bbl. assay muffles from Jersey City, N. J., to your institution in June last, amounting to $21.74, has been referred to the auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

July 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of a letter received from the Superintendent of the Mint at Philadelphia with regard to mold oil and the use of lard ~~oil~~ for such purposes in our institutions. Will you give this matter your attention and write me your views on the subject.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Will you please have made up and sent for the purpose of comparison in this Bureau the following information on personnel:-

Full name of employee.
Date of birth.
Legal residence.
Relatives in the Civil Service.
Military service.
Date of original appointment.
Compensation - original appointment.
Designation " "
Changes since, showing -
Dates, designations, compensation.

Respectfully,

M. W. Fancy

Acting Director of the Mint.

RG104 E-235 Vol 393

August 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 26th instant and note with regret the death of Mr. Pedlar.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 2, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Receipt is acknowledged of C/D #866 dated July 26, 1912, for $12,111.62, M. & P. surplus bullion for fiscal year 1912, the proceeds of which have been covered into the Treasury to the credit of the fund for Parting & Refining Bullion.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Will you please furnish me as early as possible information on sweeps as follows:- This information to date, from 1903 to 1912 inclusive, fiscal years: Standard ounces, assay value, proceeds, loss or gain, approximate cost of labor, material, etc., in preparing the sweeps for sale.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Aug. 3, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

The following bills have been referred to the Auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912:

The A. T. & S. F. Ry. Co., brick from Elizabeth, N. J., in April-May, 1912 - - - - - - - - - - - - - - $14.86

Same company, electric tools from Chicago in April- 1.49

$16.35

Wells Fargo & Co. Express, 2 sets toggles and eagle sectional collars from Philadelphia in March, 1912 - - - - - - - - - - - - - - $1.05

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

August 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Congress having passed a joint resolution providing for the further extension of the 1912 appropriations to cover the period from August 1st to August 15th, 1912, the following amounts have been advanced to you:-

Salaries	$2,250.00
Wages of Workmen	5,000.00
Contingent Expenses	1,250.00
Parting & Refining	1,500.00

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the formal letter of approval of awards of contracts for supplies for 1913 which has been withheld pending the decision of the Secretary of the Treasury as to including the Mint field service in the General Supply Schedule. A few days ago we were authorized to purchase under our own contracts as usual.

Please make no purchases of gloves until you have replied to letter of the Bureau sent a few days ago relative to the same. Whatever gloves are required by you I think it will be economy to ship. It will, however, be necessary for you to give your order in advance that the gloves may reach you promptly.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 5, 1912.

309940

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to the letter of the Auditor dated July 23rd, 1912, a copy of which was enclosed in your letter of the 29th ultimo, I beg to advise you that the Auditor states he has found the silver purchase warrant with your bullion accounts and the same will be satisfactory. He advises the Bureau further that you will not need to take any further steps in the matter.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 31st ultimo enclosing the formal resignation of Feargus Hanson and the records of the Bureau will be carried accordingly.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 5, 1912.

309936

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the list of employees forwarded by you August 4, 1910, and which was inadvertently omitted from my letter of the 16th ultimo. Thank you for calling attention to the omission.

Respectfully,

A. A. Ives

Acting Director of the Mint.

Encl o sure.

RG104 E-235 Vol 393

Aug. 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The following forms have been mailed to your address this day:

50	copies-	Melter & Refiner's Balances,	Form 219
50	"	Record Assay Coins Reserved,	" 125
1000	"	Assayer's Transcripts,	" 3473
500	"	Report of Night Watch,	" 345
1000	"	Assayer's Report on Melts,	" 956
250	"	Settlement Statement,	" 773
100	"	Daily Stock Disbursement,	" 8820
100	"	" " "	" 8820a

Respectfully,

Acting Director of the Mint

RG104 E-235 Vol 393

Aug. 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter of July 31st, in which you request that 1,000 copies of Form 987 (Purchase or Stores Requisition) be forwarded to you I beg to advise you that under date of July 2, 1912 250 copies of this form were forwarded to your address. Will you kindly advise me as to whether this supply of forms was received by you.

Respectfully,

Acting Director of the Mint

S-

RG104 E-235 Vol 393

August 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 30th ultimo enclosing duplicate check No. 16624, drawn by you upon the Assistant Treasurer of the United States at San Francisco, in the sum of $207.04, payable to Ocean Park Bank, together with bond and affidavit of Ocean Park Bank covering duplicate check. Your letter, together with check and bond and affidavit attached has this day been forwarded to the Secretary of the Treasury for proper action.

Respectfully,

Acting Director of the Mint.

B.

RG104 E-235 Vol 393

August 7, 1912.

309942

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am in receipt of your letter of the 29th ultimo with regard to the payment for deposits at settlement after June 19th. The mistake was the Bureau's in stating $500,000; it should have been 500,000 yen. You state that Mr. Kauffmann was advanced 90 per cent in gold coin on his deposit and that the balance was paid to him in gold coin on the 2[illegible]th. It is not yet clear to me why this payment in gold coin was a simpler form of transaction than giving New York exchange and deducting the amount from the sum in the hands of the Assistant Treasurer. You also state that it enabled you to pay out some hold coin which, in your judgment, "should be the policy of the Mint * * whenever it can". The matter of New York exchange has been taken up several times with a view to abolishing it, but it has always been the power of the western offices which has retained it. No matter what your judgment may be in the matter of payments in gold coin instead of giving New York exchange, we are now working under a regulation of the Secretary of the Treasury which authorizes New York exchange, and while this policy is operative we must act accordingly.

Perhaps before another settlement we may be able to plan instructions which will more clearly define the method to be pursued in making payments for deposits at settlement time.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 7, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith for your information a copy of the contract made by the Department with J. Ross Collins for supplying coin bags for the fiscal year 1913.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

August 17, 1912.

309332

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of the 1st enclosing notice of percentage acquired by Mr. Degan as a stationary engineer. If any question should arise hereafter as to the advisability of having Mr. Degan employed as an engineer this will come in handy. I am returning Mr. Degan's notice and thank you for the information.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Aug. 8, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that voucher for wages of H. P. Filgate, June 17-30, $42.00, has been forwarded to the Auditor for settlement, chargeable to the Parting & Refining Fund.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

August 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a transfer be made from the bullion fund of your Mint to that of the Mint at Philadelphia of the sum of $136.70 the value of the special assay coins forwarded by you to this Bureau during the six months ended June 30, 1912.

Respectfully,

Geo E Roberts

Director of the Mint

RG104 E-235 Vol 393

August 9, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms have been mailed to you today:-

	Form No.
500 copies, "Leave of Absence",----------	82

Respectfully,

Geo E Roberts

Director of the Mint.

OK

RG104 E-235 Vol 393

August 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Form 997, SCHEDULE OF REVENUES, for the month of July does not appear to have been received. As this is a new form it is understood that it may have been overlooked, but as the Bureau is also required to meet the new accounting system with records kept here, it is important that the forms shall be received from you as promptly as possible and I shall appreciate it if you will call attention to the matter.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

August 12, 1912.

S10011.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In accordance with the recommendations contained in your letter of the 6th instant you are authorized to obtain proposals for supplying your office with a Dictionary.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Replying to your letter of July 25th relative to the question of adjusting the weight of deposits after melting I beg to say that your suggestion that the actual weight be reported in each case is approved. This practice has, I believe, been adopted in all other institutions and I was under the impression that you followed it also. Please put it into effect.

Referring to your proposed new form for the Weigh Clerk's book of deposits I beg to say that I have had this matter under consideration for some time and at my suggestion the Denver Mint submitted a form which I am enclosing herewith for your inspection. This form provides a record for bullion consigned to the Superintendent by mail or express, which I consider very desirable to have incorporated. As the book is already as large as can be conveniently handled it seems advisable to cut out some of the other columns if it can be done without the loss of important records. The question arises whether it is necessary or desirable to have the Weigh Clerk's book include a record of the fineness or standard weight of bullion. The Assayer is the original authority upon the fineness of bullion and keeps the authoritative records. Is there anything gained by having it repeated in the Weigh Clerk's book or of having the standard weight entered there? [illegible]

I am enclosing a leaf cut out of another book which is supposed to be kept by the Weigh Clerk, to wit, Form 428, Bullion Delivered to the Melter & Refiner. This record shows the weight of the assay samples and the net weight delivered to the Melter & Refiner. Is it necessary or desirable to have this information repeated on the Weigh Clerk's book of deposits? It seems clear to me that it is not needed in both places. This suggests, furthermore, that if the Weigh Clerk is to keep a record of the fine or standard weight of the deposits it had best be in connection with deliveries to the Melter & Refiner where it would serve as a check upon the Bookkeeper's record.

I would like to ask in this connection whether it is worth while in Form 428 to devote an entire page to metal redelivered for remelting?

I have had this general question of forms in hand for the last year but so much delay occurs in correspondence and in harmon-

RG104 E-235 Vol 393

izing conflicting ideas that we make slow progress. It is almost impossible to deal with any one form of the record books without taking the entire scheme of records into consideration. I think these two record books, to wit, the Weigh Clerk's book of deposits and his record of bullion delivered to the Melter & Refiner, should be considered together.

I would also like to have Mr. Martin draw up a new form for the Assayer's register of assays of gold and silver deposits. I am enclosing a copy of a sheet which I have received from Mr. Comings. The question arises here whether the fine or standard weight of gold and silver as computed by the Assayer's clerk should not be included. It seems to be logically as much required in this record as the weight after melting or the amounts paid.

Respectfully,

Director of the Mint

s.
(Encl.)

RG104 E-235 Vol 393

Aug. 12, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Please advise me whether in your institution any card or memorandum slip accompanies a deposit to the deposit melting room and if so forward a copy of the same with your letter. Advise me whether in your opinion any change for the purpose of giving a fuller description of the metal is desirable.

Respectfully,

Director of the Mint

s.

RG104 E-235 Vol 393

Aug. 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Miss Kelly has shown me a letter addressed to her from Mr. Martin dated July 23rd, in which his reference to the proposed amendment to the regulations requiring dip samples indicates that he is under the impression that the amendment applied to all deposits. If he will read it again he will see that it only applies to deposits in excess of 300 ozs. It has long been the practice of the New York Assay Office to take one dip sample of every deposit weighing over 300 ozs. and on melts approximating 1,000 ozs. and over to take two dip samples and also do so on smaller melts where the character of the metal is such as to occasion any doubt. The New York office suggests that we modify the amendment to conform with this practice and in view of the fact that it is desirable to continue to take two chips for the purpose of identifying the bar I am inclined to adopt the New York proposal. I would like to know whether you have any serious objection to the amendment as thus modified.

Respectfully,

Director of the Mint

s.

RG104 E-235 Vol 393

, August 13, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please forward to this Bureau as early as practicable,-

Statement of Deposits and Purchases,-	Form #	61
" " Deposits of Foreign Coin and Bullion,-	"	637
" " Deposits and Purchases of U.S. Coin,--	"	474

covering the six months ended June 30, 1912.

In future please forward the above mentioned Forms for the six months ending June 30 and December 31 of each year, and also for each fiscal and calendar year.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am desirous of adding to the value of the annual report by including therein from time to time technical articles of general interest. Understanding that your assayer has been doing some work on gold proofs that might be suitable for the report I am writing to inquire if he could supply the manuscript for the forthcoming report.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

, August 14, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding to you by mail today the following:-

		Form No.
2 copies	"Weigh Clerk's Book of Deposits,-	190
50 "	"Schedule of Encumbrances",-	998

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 14, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Please accept my thanks for the information as to the personnel of your institution. The records of the Bureau are to be verified and your very complete report will be of much assistance.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 15, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The records of this office show that Edwin F. Hall was furloughed from your Mint July 27, 1910, with a rating of 70 in workmanship and 90 in conduct and that as a consequence of the low rating he was carried as dismissed. Mr. Hall, in an appeal to the President, states that you gave him a furlough card with rating "Excellent" and "Excellent" and that later you sent him another card with "Fair" and "Excellent" on it. Will you please give me anything you have on this subject.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, August 15, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding you by mail today the following:-

	Form No.
1 copy "Record of Deposits Received by Mail and Express",----------	730
1 copy "Register of Certificates and Receipts for the Payment of Bullion Deposits",---------	470

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 16, 1912.

Superintendent U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 10th instant requesting certain screws for the automatic machines. Your letter has been referred to the Mint at Philadelphia for compliance with your request.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 17, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I would like to have for the annual report a chapter upon the operations of your institution. In the past this chapter has been largely a repetition of information about deposits, etc., which is contained in the regular tables elsewhere. I would like to have the separate chapters devoted to the several institutions cover the developments of the year in those institutions quite fully. All new equipment, experiments of every kind, improvements in methods, etc., etc., should be described. In short, this chapter should give information about which is peculiar to the particular institution but of interest to the entire service and to the public. The bare figures of deposits and coinage are covered in the general tables.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

Aug. 17, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Your July 1, 1912, inventory has not yet reached this Bureau; please forward same at an early date.

Respectfully,

F Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, August 19, 1912.

To

Hawkins, Chief Clerk,
Mint, San Francisco, Cal.

Receive no deposits until advised by the Bureau.

Acting Director.

OFFICIAL BUSINESS. Cent. Exp. Office Director of the Mint, 1912.
GOVERNMENT RATES.
Under Treasury Department Approval from 1912.
The number indicates from which payable must be stated on a home line.

STOCK FORM 1256 A.
DIV. B. AND D.

RG104 E-235 Vol 393

Aug. 19, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am forwarding by mail today the following:

1 copy- Cashier's Blotter - Form 75.

Respectfully,

Acting Director of the Mint

AAH.

S.

RG104 E-235 Vol 393

Aug. 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I do not find that you have carried on your Absence & Efficiency Rating Report sent to the Bureau each month the name of Frances C. White and it appears that her name has not been carried on this report since December, 1911. Who makes up this report in your office? Please advise me and also as to why Frances White is not included.

Respectfully,

Acting Director of the Mint

a.

RG104 E-235 Vol 393

Aug. 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith copy of a letter dated the 16th inst. from the Insular Bureau requesting to be advised when the coinage of 100,000 pesos in ten centavo pieces would be completed. You are requested that this work be expedited. Will you please advise me what date you plan to have this finished.

Respectfully,

Acting Director of the Mint

S.

(Encl.)

RG104 E-235 Vol 393

Aug. 19, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the United States Express Co. for transportation of proof gold from Philadelphia to your institution in May last, amounting to $1.50, has been referred to the Auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WIERE WRITTEN:

Washington,

Aug. 19, 1912.

TO Hawkins, Chief Clerk,
Mint, San Francisco, Cal.

Acknowledge Bureau telegram of this morning about nonreceipt of deposits

Acting Director

Cont. Exp., Mint at San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

Aug. 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith copy of a letter received from the War Department with regard to the receipt by you and recoinage of 129,500 Philippine pesos. This coin was shipped on the transport LOGAN, August 15, 1912.

Respectfully,

Director of the Mint

K-

s.

(Encl.)

RG104 E-235 Vol 393

Aug. 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter of the 12th inst. requesting 250 copies of Form 987, Purchare or Stores Requisition, is received and a thousand additional copies have been ordered for your mint this day.

Form 312 is a Treasurer's statement and a sample has been sent to that office with the request that 50 additional copies be sent to you without delay.

Respectfully,

Director of the Mint

K-

s.

RG104 E-235 Vol 393

Aug. 20, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

The following books have been mailed you this day:

6 copies- Electrolytic Refinery - Form 882

Respectfully,

Director of the Mint

AAH.

s.

RG104 E-235 Vol 393

Aug. 21, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I have today accepted the bid of the Michigan Carbon Works for "specification" bone-ash, "AA" grade, at 4¢ per lb., F.O.B. Detroit, for shipment in single barrel or carload lots. for your Mint. The freight rate on this ash to your institution is $1.508 per 100 lbs. This will furnish ash to your mint at about $0.055 per lb. This ash was supplied to the Assay Laboratory in the Bureau upon the same specifications that were sent out for the fiscal year 1913 and was very satisfactory.

Respectfully,

Director of the Mint

:H-

s.

RG104 E-235 Vol 393

Aug. 21, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I transmit herewith 4.6 ozs. standard silver and 1.6 ozs. silver reduced from chloride to balance the account of Philippine special assay coins forwarded to the Bureau during the six months ended June 30, 1912.

Respectfully,

Director of the Mint

EFD.

s.

(Encl.)

RG104 E-235 Vol 393

Aug. 22, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

On Form 193, "Acquisition and Disposition of Bullion, for June, you report as having received from the Assistant Treasurer in your city 496.96 std. ozs. of Hawaiian silver coin, costing $601.35, which does not appear to have been taken up on your Deposits and Purchase Statement, Form 61, for the fiscal year 1912. If these coins were made by the United States a statement by pieces and denominations should be forwarded.

On your statement of mutilated and uncurrent coin received you report the receipt of 323 silver dollars from the Assistant Treasurer in your city. There is no provision for the transfer of standard silver dollars from the Treasury for the purpose of recoinage and they should not have been received at your mint. The figures "323" may have been unintentionally written after the word "dollars" instead of trade dollars.

Respectfully,

Director of the Mint.

E.

RG104 E-235 Vol 393

August 22, 1912.

The Chief Clerk,
U. S. Mint, San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of letter of the 21st instant enclosing premium on the bond of Charles S. Arms, clerk in your institution. The receipt has been forwarded to the Secretary of the Treasury for file in the Department.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 21,1912

Mr. F. A. Leach,
C/. United States Mint,
San Francisco, California.

Sir:

I presume your appointment as Superintendent of the Mint will be confirmed within a day or so. Mr. F. P. Dewey of this Bureau has been directed to proceed to San Francisco and have charge of the settlement made necessary by the transfer of the office of Superintendent to you. The Assistant Treasurer at San Francisco has been requested to detail one man to assist Mr. Dewey. You are requested to give him such additional assistants and laborers as he may be able to use advantageously in effecting an expeditious settlement.

I presume you will want to designate some person to represent you personally in the settlement and I suggest that you designate someone of the employes of the Mint, and that the legal representatives of the late Superintendent be allowed to name another representative from the regular Mint employes. There is no objection, of course, to their having an outside representative present provided they pay for such services.

Please detail one or more calculating clerks to do the calculation, to Mr. Dewey.

I am wiring you to execute your bond and take the oath of office immediately advising the Bureau by wire. When this is done you are authorized to open the Mint for the receipt of deposits but you are requested to disturb none of the sealed vaults or make any deliveries to the Melter and Refiner or Coiner until settlement begins. As soon as your bond is approved funds will be advanced you.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM

Washington August 23, 1912.

To Frank A. Leach
Mint San Francisco, Cal.

Congratulations upon your appointment and confirmation. Execute bond take oath immediately and open mint for receipt of deposits. Do not disturb vaults under seal until settlement, or disburse any funds until bond is approved. Dewey leaves today to have charge of settlement.

Director.

Cont. Ex. Mint Bureau 1915.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, Aug. 25, 1912.

TO Hawkins, Chief Clerk,
Mint, San Francisco, Cal.

Mint can be opened to receive deposits as soon as Leach executes bond and takes oath have advised him by wire care of mint please see that it is promptly delivered.

A Roberts

Director

Cont. Exp., Mint at San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

Aug. 23, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am forwarding by mail today the following:

1 copy- Record of Gold Certificate Bars - Form 980a

Respectfully,

Director of the Mint

AAH

s.

RG104 E-235 Vol 393

Aug. 23, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I enclose for the information of your office a copy of a report upon the comparative assays of standard silver that have been made from time to time in the Service.

I would especially direct your attention to the recommendation of the Bureau Assayer regarding the sampling and assaying of ingot melts and to ask you to state how much extra work this would involve in your institution.

Respectfully,

Director of the Mint

FPD.

s.

(Encl.)

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, Aug. 24, 1912

NIGHT LETTER?

TO Frank A. Leach,
Mint, San Francisco, Cal.

If you and your bonding company are willing to accept responsibility for values in sealed vaults as certified by settlement committees these vaults need not be opened. This agreement can be made to apply to vaults recently sealed or to all of them as you may agree. Confer with bonding company and advise Bureau of decision. If you are satisfied Department will refuse to approve bond unless Company agrees. Letter follows.

Director

Cont. Exp., Mint at San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—1254 a

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

Washington August 24, 1912.

To Superintendent Mint
San Francisco, Cal.

Leach carried into classified service appointed Superintendent Melter and Refiner Department. Have him take oath to-day. In view of small amount of work in coining department position of superintendent will not be filled. Kearney stays in present position. Brooks from eighteen to sixteen effective today.

Director

Cont. Ex. Mint San Francisco, 1913.

RG104 E-235 Vol 393

Aug. 24, 1912.

Mr. Frank A. Leach, Supt.,
United States Mint,
San Francisco, Cal.

Sir:

I am confirming my telegram of this date, as follows:

"If you and your bonding company are willing to accept responsibility for values in sealed vaults as certified by settlement committees these vaults need not be opened. This agreement can be made to apply to vaults recently sealed or to all of them as you may agree. Confer with bonding company and advise Bureau of decision. If you are satisfied Department will refuse to approve bond unless Company agrees. Letter follows."

It seems a useless expense to reopen and recount vaults which only two months ago were sealed by a settlement committee. The Department has no wish to insist upon your assuming responsibilities which you personally feel unwilling to take but if you are satisfied to accept these values as reported by the settlement committees the bonding company will probably be willing to do so and if it is unwilling no doubt another bonding company can be found that will be willing to do so. The Department has command over that situation until the bond is approved. It is, therefore, for you to say to what extent you wish the new settlement to go in dealing with the vaults that are now under seal. If you wish any particular ones opened and the contents counted the representative of this Bureau will be instructed to comply with your wishes. On the other hand, if you are willing to accept the contents of particular vaults as reported by the settlement committee and without breaking the seals this responsibility must be specifically assumed by yourself and by the bonding company in the bond. Kindly advise me of your decision.

Respectfully,

Director of the Mint.

4.

RG104 E-235 Vol 393

August 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of the appropriation bill which was signed on the 23rd instant, and beg to call your attention to the following:-

TELEPHONES.

On page 148 you will observe that section 7 prohibits the use of any public money for telephone service in private residences and you will, accordingly, not pay for any telephone in a private dwelling or residence from and after the passage of the act.

PERSONNEL.

A request has been made that an executive order be issued carrying Mr. Leach into the classified service in order that he may be appointed as Superintendent of Melting and Refining in your Mint. The position of Melter and Refiner ceases with the passage of the act and you have already been advised by wire.

The position of Coiner ceases with the passage of the act and the position held by Mr. Cutter is therefore abolished. Mr. Kearney remains in his present position.

The bill provides for six clerks at $1,600 each, but only four appear to be necessary at this time, the number now carried on your pay roll.

RG104 E-235 Vol 393

Mr. Brooks, formerly paid from Parting and Refining will go from $1800 to $1600. That leaves a $1600 position, formerly occupied by Mr. Taylor, vacant, and the late Superintendent recommended that this position should remain unfilled.

The appropriation for Contingent Expenses carries the clause "exclusive of that required for the refinery". This would appear to prohibit the use of any part of the Contingent Appropriation for the use of the refinery, and leaves us with nothing to purchase supplies for the use of the refinery during the fiscal year 1913.

PARTING AND REFINING.

I presume it is clear to you that the appropriation for Parting and Refining ceases upon the passage of the act and that any funds in your hands to the credit of that appropriation on the 23rd instant not encumbered must be turned in to the Treasury to the credit of the appropriation for Parting and Refining Bullion.

DUTIES.

You will also notice on page 67 of the appropriation bill that after the passage of the act the duties and responsibilities heretofore imposed by law upon the Melter and Refiner and the Coiner *** shall devolve upon the Superintendent *** and all assistants and employees of the Mints shall be appointed by the Secretary of the Treasury. You will, however, proceed with appointments and changes as heretofore, sending your recommendations to the Director of the Mint for action, until otherwise instructed.

STATIONERY

You will notice on page 52 that your contingent appropriation will be depleted in the sum of $300 on account of stationery. This amount is arbitrarily deducted whether that amount is used for your Mint or not.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

Washington August 24, 1912.

Superintendent Mint
San Francisco, Cal.

Just discovered you have no funds available for Contingent expenses refinery. See limitation in ~~px~~ appropriation bill. Incur no expense until further advised. Am writing.

Director

Cont. Ex. Mint San Francisco, 1913.

RG104 E-235 Vol 393

August 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have already called your attention to the fact that your appropriation for contingent expenses carries the clause "exclusive of that required for the refinery". The entire paragraph carrying appropriations for the San Francisco Mint was put into the bill on the floor of the House as an amendment, the bill reported by the Committee having provided for discontinuing coinage operations. We had no opportunity, therefore, to revise this paragraph which was taken from the act of last year. The sentence referred to escaped my attention in the bill or I would have made an effort to have it amended in the Senate. I am not quite clear just what can be done about it but I would like to have you advise me what supplies would be required in addition to what you have in stock. I think that in this emergency we can draw on any supplies, such as crucibles, etc., that we have on hand in the mint, but we may have trouble if we attempt to make purchases. We will endeavor to have the error corrected in the urgent deficiency bill next winter. Kindly let me know how seriously you will

RG104 E-235 Vol 393

be embarrassed in the meantime.

Respectfully,

[illegible]

Director of the Mint.

RG104 E-235 Vol 393

August 24, 1912.

Mr. Frank A. Leach,
Superintendent, U. S. Mint,
San Francisco, Cal.

Dear Mr. Leach:

I have already sent my congratulations by wire and now repeat them. It is certainly an unexpected and extraordinary combination of circumstances which brings us back into the old relations. These were always agreeable in the past and I am confident will be in the future.

As you are no doubt aware conditions have greatly changed in the Mint Service within recent years, and in no institution are they more radically different than in the San Francisco Mint. In the old days when there was much coinage to be done for the Philippines, as well as a heavy gold coinage, there was great pressure upon the institution. Every department was under strain to make new records in output. Now the reverse is true. The problem is how to maintain the smallest skeleton of a force and still keep all the departments doing something. There is no present necessity for any coinage at all at that institution. There is a good stock of subsidiary coin on hand and gold certificates are issued directly against gold bullion. The Philippine coinage is down to a negligible quantity.

Arrangements have been making for inaugurating the coinage of nickels and these will continue at your convenience. The amount of nickels and one cent pieces required on the Pacific coast is not

RG104 E-235 Vol 393

large, but whatever there may be of it should be supplied from your institution. You are not prohibited from coining gold and you are at liberty to begin after the settlement to make a run upon this metal in order to employ your force. It goes without saying that when the mint is operated at all it should be operated efficiently. We do not want the force to gather the idea that it is simply killing time. Eventually a large part of the gold bullion received must be converted into coin, so that when your coining department is not employed upon silver or minor coinage it should be employed upon gold, and if the smallest organization you can plan is able to coin all of the deposits, very good,- let it be so. The point I wish to make, however, is that we are not needing much coin from the San Francisco mint at this time, and we wish the organization reduced or kept down to the lowest practicable limit. I am not disposed to insist upon the dismissal of old, tried and faithful employees, but as they drop out the reduction in force should be made permanent until new conditions arise.

I have received your telegram recommending the appointment of Mr. Kearney as Superintendent of Coining Department. I take it that this act is probably suggested by my expressions to Judge Sweeny on the subject, no doubt confirmed by your judgment. Senator Perkins has been quite anxious to have Mr. Cutter appointed to this new position, and went so far as to have the salary fixed in the appropriation bill at $3,000 per annum, although we had asked for only $2,500. I have not felt that we could appoint Mr. Cutter, but, on the other hand, we do not like the idea of giving Mr. Kearney $3,000 per annum while the incumbents of the same position in the other two mints will receive but $2,500. Strong objections have been made to us against the pro-

RG104 E-235 Vol 393

motion of Mr. Kearney in place of Mr. Cutter on political grounds, and while the present administration is averse to giving weight to political considerations in the service, we cannot entirely ignore the opinions of the responsible party leaders in the State. On the whole, since we cannot comply with their wish for Mr. Cutter's retention, it seems best not to make the refusal more offensive to them and perhaps more irritating to Mr. Cutter by the advancement of Mr. Kearney to a salary of $3000 per annum. We do not think he has any fair claim to so great an increase over his present pay, and under the circumstances it has been decided to allow him to remain in charge of the Department under you with his present title, and present salary, $2,000.

The demotion of Mr. Brooks, clerk in the Melter & Refiner's Department, is regretted by me and if I had been determining where the reduction should fall I do not think it would have been upon him. The action was taken upon a specific recommendation of Judge Sweeny's. He was formerly carried on the Refinery roll and in our estimates we provided an $1800 position for him, but this was lost in the mix-up on the floor of the House.

I shall be glad at your convenience to have you write me at some length, reviewing conditions in the Mint and offering any suggestions that you may desire to present.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 29, 1912.

Mr. Frank A. Leach, Supt.,
United States Mint,
San Francisco, Cal.

Dear Mr. Leach:

Your telegram advising that the bonding company would give its consent to your acceptance of the sealed vaults was duly received and we are also in receipt of a telegram and letter from the Title Guaranty & Surety Co. confirming your statement. I am enclosing herewith a supplementary agreement to be executed by yourself and the bonding company and attached to the bond. Will you kindly have this done at once.

Respectfully,

Director of the Mint.

s.

(Encl.)

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, August 29, 1912.

TO Superintendent Mint

San Francisco, Cal.

Bond received and approved temporarily. New form including agreement to accept sealed vaults forwarded for execution. Bullion fund wired you today. Turn in balances.

Director.

Cont. Ex. Mint Bureau, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

Aug. 29, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of Wells Fargo & Co. Express has been forwarded to the Auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912 in the sum of $11.45, as follows:

Coinage collars for Philippine coinage shipped from Philadelphia April 20, 1912			$2.10
Coinage dies from Phila.	Apr.	19	3.05
do	do	26	3.05
do	do	30	3.25

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, August 29, 1912.

TO Superintendt Mint

San Francisco, Cal.

Wire amounts of credits at subtreasuries in each fund not covered by outstanding checks. Also advise amounts cash on hand belonging to ordinary exple accounts. Await further instructions as to depositing funds.

Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington,

TO Superintendent Mint,
San Francisco, Cal.

Funds for salaries, wages and contingent expenses ~~going~~ for last ~~M~~ August going forward today.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

, August 30,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a list of interrogatories covering records concerning archives of federal offices outside of Washington, and beg to request that you will forward to this Bureau as promptly as possible the replies to the same for transmission to the Secretary of the Treasury.

This information is desired in order to comply with an Executive Order that the Librarian of Congress shall compile such data.

Respectfully,

Director of the Mint.

(Enclosure)

RG104 E-235 Vol 393

, August 30,1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Hereafter you will discontinue the use of the following statements:-

"Coiner's Gold and Silver Workings",- Form #623

"Melter and Refiner's Operations",- " 65

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The following amounts have this day been advanced to you for expenses for the latter half of the month of August:-

Salaries ----------	$3,000
Wages of Workmen -------	7,000
Contingent Expenses ----	2,000

Respectfully,

A. A. Ferry

Acting Director of the Mint.

RG104 E-235 Vol 393

Aug. 29, 1912.

Hon. Frank A. Leach, Supt.,
United States Mint,
San Francisco, Cal.

Sir:

The Bureau has duly received your telegram advising that the bonding company would assent to your acceptance of the sealed vaults and has also received a telegram and letter from the Title Guaranty & Surety Co., of Scranton, Pa., confirming this advice. It is considered advisable to have this assent definitely incorporated in the bond and I am accordingly forwarding a new blank bond with a paragraph covering this matter added for execution. Will you please have the same executed and forward it at once. Meantime, the old bond has been approved in order that you may be provided with funds but upon receipt of the new bond the old one will be surrendered.

Respectfully,

Director of the Mint.

s.

(Encl.)

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, Sept. 3, 1912.

TO Superintendent, Mint,
San Francisco, Cal.

Pay wages due from parting and refining from regular wages appropriation

Acting Director

(Cont. Exp., Mint at San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

Sept. 3, 1912.

Superintendent, U. S. Mint.
San Francisco, Cal.

Sir:

I am returning herewith for your files, memo. copies of four bills, three of which have been forwarded to the Auditor for settlement, chargeable to your 1912 contingent appropriation; the fourth, favor J. H. Cautier & Co., will be forwarded for settlement upon receipt of information as to date order was placed, which will fix the year to which the purchase is chargeable.

J. H. Cautier & Co. - - - - - - - - - - - -	$50.
Pacific States Electric Co. - - - - - - - -	39.36
Pacific Tool & Supply Co. - - - - - - - - -	31.58
Electric Appliance Co. - - - - - - - - - -	11.40

Please inform me as to the proper distribution of the above items for your tabulated statement of expenditures; also inform me if there are any other outstanding bills, with their amounts, etc., which will be a charge against the 1912 appropriations and affect the tabulated statement.

It appears that you were not informed concerning two bills paid at the Department during the fiscal year 1912, charged to your contingent appropriation; that of the Philadelphia Mint for 5 20-centavo collars furnished Aug. 5, 1911 -$11.96 and that of McGab & Smith for hauling drying machine, forwarded to the Auditor Sept. 30, 1911 -78¢. Your tabulated statement will be amended accordingly, also by the addition of $26.67 Wages of Mr. Pedlar, paid at the Department.

The total of your list of bills paid at the Department contains two items ($2.96 and 1.48, March telegrams) although the items are not listed. You were advised concerning them under date of June 20, 1912.

Replying to your inquiry, you are informed that the tabulated statement of expenditures, form 468A, should be rendered for the current fiscal year.

Respectfully,

Acting Director.

P

RG104 E-235 Vol 393

Sept. 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am sending you under separate cover a supply of forms on which it is requested that you insert the information desired and return same to this Bureau. This is similar to the general personnel information forwarded with your letter of August 9th and our reason for asking you to furnish it again is that the Secretary of the Treasury has issued an order to the effect that the Division of Appointments be furnished with a duplicate record of the personnel of our various institutions.

Respectfully,

Acting Director of the Mint

S-

RG104 E-235 Vol 393

September 3, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose herewith, approved, the application of R.C.J.Adney for extension of leave on account of illness for a period of 20 days - August 3rd to 22nd inclusive.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

September 3, 1912

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 26th instant enclsoing the oath of Edwin R. Leach as Superintendent of Melting and Refining Department, and the same will be placed on file in the Department.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

September 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 30th ultimo confirming telegram of that date in which you state the unencumbered balances remaining in the name of the late Superintendent to be as follows:-

Bullion A/c---	With Asst. Treasurer, New York	$2,967,770.39
Bullion A/c --	" " " San Francisco	1,182,449.30
Metal Fund----	" " " " "	15,020.49
Ord. Ex. -----	" " " " "	8,631.12
" "	Cash on hand ----------	818.01
		4,174,689.31

It is understood that the amounts stated by you are unencumbered by outstanding indebtedness.

Will you please deposit in the Sub-treasury to the credit of the Assistant Treasurer, in the name of Edward L. Sweeny, late Superintendent, the amount of cash on hand belonging to the ordinary expense accounts. When this is done, and you have advised this office by wire, the Secretary of the Treasury will be requested to direct the Assistant Treasurer at San Francisco to deposit in the Treasury the balances in his hands. The Assistant Treasurer at New York will be similarly instructed by the Secretary.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 4, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please furnish this Bureau with the following information regarding the operations of your mint during the fiscal year 1912 (see pages 17 and 32 in Fiscal Report of 1911):-

The actual amount of gold, silver, nickel and bronze operated upon by the Melter and Refiner.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

Sept. 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter of the 29th ult. received today relative to electrical protection for Vault "G" has been referred to the Supervising Architect. The postscript in which you refer to a probable reduction of the amount of bullion at an early day through the operations of the refinery suggests that perhaps you have not received the letter which I wrote to you on August 24th and a telegram of the same date calling your attention to the unfortunate language of the appropriation act relative to the Incidental and Contingent Expenses of the Refinery. You will observe that the language of previous acts has been followed when it was contemplated that the Incidental and Contingent Expenses of the Refinery would be paid from refinery earnings. Unless you can get along without purchasing supplies for the refinery I do not see how operations can be conducted there until another appropriation is available.

Respectfully,

Geo E Roberts

Director of the Mint.

s.

RG104 E-235 Vol 393

September 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

At the request of the late Superintendent a promotion examination was arranged for the employees in the sub-clerical force of the San Francisco Mint with a view to having Miss Todd pass the examination and be promoted to the $1200 position and act as calculating clerk in the place vacated by the resignation of Mr. Taylor. Judge Sweeny stated that Miss Todd had been doing that class of work temporarily, had a splendid record, and was entitled to the place if she could get a Civil Service status. It appears that in the examination Miss Todd misunderstood the limit of time allowed and as a result failed. I am to-day asking the Civil Service Commission to allow another examination to be held, and will request you, upon receipt of reply from them, to submit the names of the employees in the sub-clerical class who desire to take the examination with Miss Todd.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Sept. 5, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

It will be necessary for the Superintendent of the Melting and Refining Department and the Superintendent of the Coining Department to give new bonds under their new appointments. I would suggest $20,000 for the former and $10,000 for the latter but would like to have your recommendation.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, September 7, 1912.

TO Superintendent Mint
San Francisco, Cal.

Send letter carrying dates of separation and reasons therefor of employees you wish recalled. Suspend action until Bureau approves.

Director

Corrt. Ex. Mint Bureau San Francisco 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.
STOCK FORM 13.
DIV. S., P., AND B.
2—4258 a

RG104 E-235 Vol 393

Sept. 9, 1912.

Hon. Frank A. Leach, Supt.,
United States Mint,
San Francisco, Cal.

Dear Sir:

I note what you say in your letter of the 4th inst. about the waste of time, labor and values in remelting the Selby bullion. I have always considered this unnecessary but I did not like to insist that the Superintendent should accept any bullion without melting if he considered it necessary for his protection.

There is only one point to be considered if you wish to discontinue the practice. I do not think it would be advisable to stamp the Selby bullion as certificate bars and carry them in storage indefinitely. It is entirely safe for you to accept the Selby bars without melting if they are to be shortly melted for ingots or to be recast into our own bars. The Government would, of course, hold you and your bond responsible and you in turn would look to the Selby Company to make good any substitution and you would be safe in doing so provided the bullion is to be melted within a short time in the regular course of mint operations. As stated above, I do not think it would be advisable to receive Selby bars and store them away for years and pass them down from one Superintendent to another without their being melted. Such a policy might encourage the idea of fraud in some of the smelting company's employees.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

September 9, 1912.

Dear Mr. Leach:

In reply to your letter of the 3rd instant I beg to advise you that the date of your oath, August 23, 1912, defines the date of your responsibility as Superintendent of the Mint at San Francisco. You were appointed and confirmed on August 22nd. The Commission was not made out until the 24th but it is not deemed necessary to alter the date.

Very truly yours,

Director of the Mint.

RG104 E-235 Vol 393

, Sept 7, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following amended Abstract sheets have been mailed to your Mint today:-

		Form No.
150 copies	"Deposit Sheets, Gold Bullion",	1
75 "	"Deposit Sheets, Silver Bullion",	2
75 "	"Silver Bullion Purchase Shetts",	3

To go into effect October 1, 1912. The stock of old Forms Nos. 1, 2 and 3 are to be destroyed.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 9, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Referring to previous correspondence in the matter of crucibles I beg to advise you that it has been decided to accept the bid of J. H. Gautier & Co., for the No. 80 special crucibles at $2.52 each f.o.b. point of shipment. The specifications have been changed in only the following instances: the thickness of the wall at the top of the crucible is changed from 1-1/8" to 1-5/16" without changing outside bilge diameter (12-13/16") by decreasing the thickness from the bottom to the top - that is, from 1-8/16" at the bottom to 1-5/16" at the top.

I am not clear whether you can use the covers that have been accepted on the Bartley quotation for 1913 which fitted the Denver 80. If you cannot use them on the specification 80 crucible please advise me and we will send out requests for bids for a cover that will fit the specification 80 more closely. This also applies to the rings.

The J. H. Gautier Company has been advised today that you will send orders to them for any specification 80's you may require for the fiscal year 1913, and I wish you would estimate your requirements and send in your order without delay. The

RG104 E-235 Vol 393

Gautier Company will be requested to ship these goods to you on Government Bill of Lading, and they are responsible for their safe delivery.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

, Sept. 9, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please furnish additional information regarding the coinage, issue, remelting and amount outstanding, of minor coins, in accordance with the enclosed draft.

Respectfully,

Director of the Mint.

(Enclosure)

RG104 E-235 Vol 393

Sept. 9, 1912

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Your requisition for funds for the month of September has been approved in the following sums:

Salaries - - - - - - - - -	$5,000
Wages of Workmen - - - -	10,000
Contingent Expenses - -	5,000

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

September 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith blank form of bond for execution by Mr. Leach. Please deliver the bond with instructions for its prompt execution and return to the Department for approval and file.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 11, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms have been mailed to your Mint today:-

	Form No.
100 copies "Daily Stock Disbursement",---------	8820
100 " "Daily Stock Disbursement",---------	8820 A

These Forms are to take the place of the supply shipped to you August 5th, which you will please destroy as they were incorrectly "punched".

Respectfully,

M. V. Tilley.

Acting Director of the Mint.

RG104 E-235 Vol 393

September 13, 1912.

Superintendent,

Mint of the U. S.,

San Francisco, Cal.

Sir:

I have not been able to see my way clear to starting your Refinery, and have put the matter up to the Secretary, asking him whether he is willing to have a deficiency agreement.

It has occurred to me that you might start up the engines and generate the power required, thus avoiding the purchase of power, and paying the cost of operations from the regular contingent fund. What do you say to this, and about what do you figure it would cost per Kilowatt? There would still, however, remain the bills for acids, and perhaps other supplies. How much would these probably amount to per month with the Refinery in operation? I think we can get an item in the Urgency Deficiency bill when Congress meets in December.

If you have any further suggestions to make for the solution of the problem I will be glad to have them.

Yours truly,

Director.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, September 13, 1912.

TO Superintendent Mint
San Francisco, Cal.

Deposit today in subtreasury eight hundred eighteen dollars one cent in name of Sweeny credit his ordinary expense funds.

Kelly
Acting Director

Cont. Ex. Mint San Francisco 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2-4258 a

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, September 13, 1912.

To Superintendent Mint,
San Francisco, Cal.

Turn in your ordinary expenses balances on hand September ~~11th~~ eleventh. New bond approved that date. Further advances being made.

Acting Director.

Cont. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, September 14, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Request Assistant Treasurer to wire Treasurer when your ordinary Expenses balances under bond August twenty-third have been covered in. that ordinary expense funds may be advanced you under bond September ~~11~~ eleventh.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont. Ex. Mint San Francisco, 1913.
The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, September 16, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Supervising Architect reports no money remaining in appropriation for electrical protection.

Director Mint

Cont. Ex. Mint San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

September 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Confirming my telegram of this date which read as follows-

"Supervising Architect reports no money remaining in appropriation for electrical protection"-

I regret that under the circumstances it will not be possible for you to engage this service.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 16, 1912

309775

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The Civil Service Commission has consented to give another examination for promotion from the sub-clerical force of your Mint as no eligibles were obtained from the recent examination given. Will you please send in the name of Miss Todd, together with the names of any other employees in your Mint who are eligible for this examination and request will be made of the U. S. Civil Service Commission to take steps toward holding another examination.

Respectfully

Director of the Mint.

RG104 E-235 Vol 393

September 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am in receipt of a letter from Mr. Dewey relative to 46 boxes of Philippine coins which were received by the Mint from the Insular Bureau on May 16th and which appear not to have been taken up in the accounts of the institution prior to the annual settlement. As I am informed, a receipt was given to the Insular Government for the 46 boxes, but without count. As the annual settlement did not begin until June 12 I cannot understand upon what theory this coin was held out of the settlement. Over and over again the Bureau has endeavored to emphasize that an annual settlement must cover all values in an institution at the time it is made. A settlement is not a settlement unless everything is included and a complete showing of the condition of the institution is made. It is now, of course, too late to include this coin in the report of the settlement committee but I think the books of the mint should show the facts relating to it, to-wit: The date at which it was received corresponding with the date of the receipt given for it and the date at which it was taken up in the accounts.

Mr. Dewey also reports a large amount of sweeps now on hand most of which I presume were there at the time of the settlement. As the report of the committee was forwarded to Dr. Dewey I have not yet seen it. I hope you will give your attention to having these sweeps worked up as quickly as possible.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 16, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

You are hereby instructed to prepare and forward to this Bureau at the end of each quarter and fiscal and calendar years, commencing with the quarter ending September 30, 1912, the following:-

	Form No.
"Deposits and Purchases",	61
" " " " Uncurrent U.S. Coin",	474
" " " " Foreign Bullion and Coin",	637

The figures thereon reporting the standard weight and value of gold and the standard weight of silver are to agree with the figures contained in your bullion a/cs.

The value of silver on the above Forms is to be calculated at the subsidiary silver rate ($1.34416796+) per standard ounce, up to and including September 30, 1912. On and after October 1, 1912, the figures will be reported in fine ounces and silver calculated at $1.38240884 per fine ounce.

On Form No. 61 the number of deposits and redeposits of gold and silver should be reported separately.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 17, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The Secretary's office requests that you take a new oath upon the blank enclosed and before a Judge of a United States Court. It is not claimed that your former oath was invalid, but this is the uniform practice and it is preferred to have you comply with it. Kindly forward, and oblige,

Yours very truly,

Geo E Roberts

Director of the Mint.

Enclosure.
Blank form oath.

RG104 E-235 Vol 393

September 17, 1912.

Mr. Merrill A. Martin,
Assayer, U.S.Mint,
San Francisco, Cal.

Sir:

Replying to your letter of the 11th instant I would say that search has again been made here and the Assayer's Register of Bullion Assays, as proposed by Mr. Comings, cannot be found. As you say you have a copy will you please send one to the Bureau.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 17, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Kindly advise the Bureau of your arrangement of your watch force as to regular hours of service, number of days on duty each month, leave, etc. Describe your practice as to Sunday and holiday watch, and in full for all service.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Sept. 17, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the United States Express Co. for transportation of assay coins to Philadelphia from your institution on June 27, 1912, amounting to $5.30, has been referred to the Auditor for settlement, chargeable to your 1912 Contingent appropriation.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, September 18, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Reinstatements requested in telegram sixth instant pending in Secretary's office. Await approval.

Director.

Cont. Ex. Mint 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR.....
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—4258 a

RG104 E-235 Vol 393

September 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Replying to your letter of September 13th asking for authority to offer certain old material for sale to the highest bidder, you are authorized to advertize for sale, and sell, the material described to the highest bidder.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

,September 19,1912

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a blank form of classification of expenditures, together with a copy of Circular 25 of the President's Economy and Efficiency Committee giving instructions to be followed in the preparation of analyses of estimates and expenditures, and wish you would have the same filled out as closely as possible, approximating the totals where you cannot give them exactly. Please be careful to make the grand total equal the actual expenditures for the year. For the fiscal year 1914 insert the information required in such a manner as to make the total equal your estimates for 1914. Please forward this statement in pencil.

Respectfully,

Director of the Mint.

(Enclosures)

RG104 E-235 Vol 393

Sept. 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In order that there may be uniformity in handling the disbursing accounts on the new accounting forms, I am forwarding to each of the offices an illustrated ledger sheet with explanation of the entries thereon. As an aid in verifying the results shown at intervals on the ledger sheet it is suggested that each item thereon be checked as it is traced from the explanation. Please note that encumbrances must be set up in detail, not aggregated.

The Registers, forms 992, 993 and 994, are intended for recording the transactions as they occur (chronologically), and contain the information to be reported to the Bureau monthly on forms 53 and 998. These registers should be totaled monthly and the totals not carried forward from month to month. Of course the entries in the registers and ledger should agree. The number of each voucher should be indicated in the Register of Purchase Orders at time voucher is prepared, as indication of liquidation of the encumbrance set up to meet that particular voucher.

Prior instructions should be disregarded wherever they conflict with these.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

Sept. 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter of the 17th relative to operations of the refinery is at hand. In view of the comparatively small amount of the necessary acids to keep the refinery in operation I have concluded to authorize you to proceed, and to start up the power plant upon the plan you have suggested. I do not think we would be justified either in keeping the employees of the refinery idle under pay, or to impose upon them the hardship of enforced idleness without pay, in order to avoid the small additional cost of operating the plant, or the inconvenience of creating a deficiency. I have no doubt that Congress will authorize the payment of all these costs from the regular contingent fund. I have consulted the Secretary of the Treasury and he has authorized us to go ahead.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 23, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I would like you to have prepared by the Assayer of your institution and forwarded to this Bureau a statement of operations of his department, for the fiscal year 1912, similar to the table on page 27 of my last fiscal report.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your tabulated statement of expenditures for the fiscal year 1912, I beg to inquire whether the expenditures on account of the refinery as therein reported actually covers all of the costs of ~~the~~ operating the refinery during the year as reported monthly in the cost report. If there are any expenditures for the operation of the refinery which have been paid from other funds please forward a statement of the same as soon as practicable.

Very truly yours,

Director of the Mint.

310573

RG104 E-235 Vol 393

, Sept. 24, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Hereafter please have all recommendations relative to the personnel for promotions or reinstatements or changes in compensation forwarded to the Bureau in duplicate.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Sept. 24, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Philadelphia Mint dated July 20, 1912, for 15 nickel collars, nickel feeds and tubes for presses 2, 3 and 4, amounting to $146.72, has been forwarded to the Auditor for settlement, chargeable to your 1912 contingent appropriation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, September 24, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Reinstatement of five employees approved today. May begin work at once.

Roberts

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont. Ex. Mint San Francisco, 1913.

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

September 24, 1912.

Superintendent U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of letter addressed this day to the American Metal Company, 52 Broadway, New York, N. Y., accepting their proposal to deliver to your Mint 5000 lbs., avoirdupois (within the limit of tolerance of 250 lbs.) screen shot nickel, commercial grade, subject to mint test and assaying 99% pure, to be shipped in casks of 1000 lbs. each, at forty-one cents per lb. delivered to your Mint. The Company states that the approximate time of delivery will be about 35 days after the receipt of the order.

The above bid is the lowest received from the several firms who were invited to send in proposals.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am advising you by wire to-day of the approval of the reinstatement of Misses White and Van Orden, and Messrs. Jones, Drake and Lowrie. I very much regret the delay which has occurred in this matter but it is the result of the new system under which all appointments, promotions and other action upon the personnel of the service must go to the Secretary's Office. Although this system has been in vogue in all other Bureaus of the service for years the Mint Bureau has heretofore been so fortunate as to be an exception. In the general rage of reform which has been in progress throughout the Department this fact that the Mint Bureau was an exception to the general rule attracted attention and we were dragged in with the rest. I opposed it earnestly but without avail, and there is nothing for us to do but live through it as well as we can. I hope that after we become accustomed to the procedure we may be able to better the record made in this case, but I cannot promise. Our recommendation upon this case was sent to the Secretary on the 14th instant and action was finally taken to-day - 10 days later.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 25, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I wrote you two days ago giving authority for the resumption of operations in the refinery, and approving of your suggestion that the power plant be started up temporarily. as a means of reducing expenses on refinery account. I was influenced to this act in part by the consideration that it would be beneficial to the power plant to have it operated for a time. On the other hand, have you considered whether your contingent fund is ample to stand the additional expense, and also, to what extent you may be embarrassed by the necessity of temporarily providing engineers. In short, will it involve an undue amount of inconvenience and expense. I do not anticipate that we will have any serious trouble in getting authority into the urgency deficiency bill for refinery expenses. We shall not ask for an additional appropriation, but simply for authority to pay the contingent expenses of the refinery from the regular contingent fund.

I have this morning your letter of the 19th and note the means by which you have kept the refinery men employed in the interim.

I am glad to be advised that there will be several contributions from your force to the annual report. I want to eliminate, so far as practicable, the useless repetition of figures and present original information and discussion upon the scientific and mechanical processes of the service.

RG104 E-235 Vol 393

I have noted with satisfaction your reference to Mr. Dewey's settlement. While I have had occasion to counsel him against being unnecessarily brusque and offensive in dealing with officers and employees of the institutions where he had charge of settlements, I have considered him the most effective and painstaking settlement officer at my disposal. The trouble with most of the representatives of the Bureau who go out to make settlements has always been that they fraternize with the local people and their methods become exceedingly lax, and the result of course, is correspondingly unsatisfactory. It is a good deal to have a settlement officer who can be depended upon to make a thorough examination and report.

Respectfully,

Director of the Mint.

P. S. I have word from the Secretary of the Treasury to the effect that he will approve of the payment of Kearney as Superintendent of the Coining Department to take effect January 1st. This will give Mr. Kearney exactly the same compensation for the year as that received by men in the other mints holding the same position, and I trust will be agreeable to him.

RG104 E-235 Vol 393

September 25, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your requisition for one Pyrometer I beg to request that you will obtain more than one proposal for supplying this outfit for your institution. As soon as a synopsis of bids received is transmitted to the Bureau your recommendation will be approved for the purchase of the type you prefer.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

September 25, 1912

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

In order to secure uniformity please have the deposit melting room costs as shown on your monthly cost report divided under the following headings:-

A. Labor.
B. Leave and Holidays.
C. Fuel.
D. Crucibles, stirrers, etc.
E. Mitts and Gloves.
F. Chemicals and Fluxes.
G. Power.
H. Furnace Repairs.
I. Other supplies.

New equipment is to be added when such expenditures occur, but are not included in the monthly account. Include under "Crucibles, Stirrers, etc." cups and all supplies of this character.

I wish you would have made up for me a statement of your expenses on account of the Deposit Melting Room for the last year divided under these headings as accurately as may be practicable, and showing the cost of each item per ounce of bullion melted. I would also like the cost of the deposit assays per ounce of deposits received. These figures should include redeposits, also the cost of deposit calculations per ounce of deposits received.

The cost of the coinage operations will be based upon standard ounces in the future as heretofore.

In your report of refinery costs do not make a monthly deduction of the value of the copper recovered, but in your last report for the year include a statement of all by-products recovered, and their value, based upon current quotations at

RG104 E-235 Vol 393

that time. This statement should enter into the report of the annual settlement committee, and enter the annual report of the institution for the year as prepared for the Director's printed report.

In calculating the cost of ingots an undue amount of labor is given by carrying out the cost per ounce for each item in the classification. This may be omitted in future, except on the last report for the fiscal year when the average cost for the year of each item in the classification should be given.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

September 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In compliance with the recommendation contained in your letter of the 21st instant the necessary steps will be taken for the reinstatement of Lena Noonan as a selector, and when this reinstatement is consented to by the Civil Service Commission, and approved by the Secretary of the Treasury you will be advised.

After Miss Noonan is reinstated to the position formerly occupied by her she cannot be transferred to the position of Telephone Operator until such transfer is submitted to the Civil Service Commission for action.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 21st instant enclosing the resignation of Agnes Owens, Telephone Operator in your institution, and Miss Owens name will be dropped from the roll of the Bureau from that date.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In view of the delay and inconvenience recently experienced in securing the reinstatement of persons who had been temporarily furloughed in your institution I would direct your attention to the fact, which, for the time being escaped my own notice, that employees furloughed for lack of work may be recalled without application to the Civil Service Commission. A mistake was made in reporting the above employees as dropped from the rolls when in fact they might have been reported as furloughed. In the case of furloughed employees whom it is desired to recall you are to ask permission of the Bureau which will now be referred to the Secretary's Office.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

September 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In reply to your letter of the 20th instant relative to coin bags I beg to advise you that the firm of J. Ross Collins, 54 - 56 Franklin Street, New York, has the contract for supplying the Department with coin bags and when your present stock is exhausted you will please order direct from the above named contractor. The bags to be supplied are not colored.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, September 27, 1912.

TO Superintendent Mint,
San Francisco, Cal.

You have nothing to do with the Sweeney balances, which are covered into the Treasury by the Secretary to the credit of the several appropriations. Reopen all accounts with your own advances.

Director

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR Cont. Ex. Mint San Francisco 1914.
The appropriation from which payable must be stated on above line.

2—1258 a

STOCK FORM 13.
DIV. S., P., AND B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, September 28, 1912.

TO Superintendent Mint San Francisco, Cal.
" " Denver, Colo.
Assayer in Charge Mint Carson, Nevada.
" " Mint New Orleans, La.
" " Assay Office Seattle, Washington.
" " " " Helena, Mont.
" " " " Boise, Idaho
" " " " Salt Lake City, Utah.
" " " " Deadwood, S. D.

Price of silver on purchases October first and afterward until further notice will be sixty-three cents per fine ounce. Calculate alloy charge on one tenth fine weight instead of standard. Keep all bullion accounts in fine ounces.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 13.
DIV. S., P., AND B.

Cont. Ex. Mint Bureau, 1913

RG104 E-235 Vol 393

Sept. 30, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Philadelphia Mint for 12 doz. screws for weighing machine, $5.68, and five 10-centavo coin collars, $11.80, total $17.48, shipped Aug. 23 and Sept. 6th respectively, has been referred to the Auditor for settlement, chargeable to your 1913 contingent appropriation.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

Sept. 30, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am returning herewith for payment from funds in your hands, bill for gas to be charged to your contingent appropriation and bill for wages of Mr. Brooks to be paid from and charged to your wages appropriation. As it is the purpose, at a later date, to make a settlement charging the wages appropriation and contingent appropriation and crediting to the Parting & Refining Fund all amounts that have been expended from the Parting & Refining Fund on account of failure to pass the appropriation bills before the first of July, it is requested that you pay all outstanding encumbrances against the Parting & Refining Fund, unless ordered prior to the first of July, from the contingent and wages appropriations, as appropriate. In all such cases please report to the Bureau all the facts in order that the encumbrances in our ledger may be adjusted properly.

Respectfully,

Geo. E. Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

September 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have your letter of the 24th instant asking authority to make certain experiments with the pulsaing current. I am very glad to have you take up the subject and endeavor to bring about a more effecive use of the current in refinery operations. You are authorized to proceed as suggested.

Yours very truly,

Roosevelt

Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, September 30, 1912.

TO Superintendent Mint,
San Francisco, Cal.

You may submit recommendation temporary appointment of fireman and engineer for thirty days. Keep careful account of cost of operating power plant.

Director.

Cont. Ex. Mint San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2--1258 a

RG104 E-235 Vol 393

Oct. 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Enclosed find duplicate Certificates of Deposit Nos. 40, 41, and 42 for the Sweeny balances turned in at the San Francisco sub-treasury. They should have been given direct to you but were erroneously forwarded to the Treasurer. We have not received duplicates for the balance at New York and it is assumed it has probably been sent to you as it should be. Please advise if you have not been notified as to all the balances.

Respectfully,

Geo. E. Roberts

Director of the Mint.

s.

(Encls.)

RG104 E-235 Vol 393

Oct. 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to that part of your letter of Sept. 25th which deals with deposits of silver bullion I would say that no change has been made in the method of reporting silver bullion upon the abstract sheets since I was in the Bureau the first time. Mr. Butler tells me that you are in error in supposing that any change was made under your administration. All of the offices are classifying silver bullion deposits upon separate abstract sheets. I do not know that there is any serious objection to the adoption of the plan you suggest of entering all silver deposits upon which refining charges are collected upon the same sheets with the gold deposits. It is, however, sometimes desirable to have the total of silver parted from gold and also to know how much silver bullion is purchased under the authority to buy silver in lots of 10,000 ozs. and less. It is, I think, necessary to keep track of the amount of silver deposited for return in fine bars. You will recall that the New York office receives large amounts of silver bullion for return in fine bars. I think that during your administration the New York refinery was closed and that most of the silver bullion deposited there had been refined but now that the refinery is in operation we are receiving considerable amounts of unrefined silver bullion for return in fine bars.

On the whole it seems to me desirable to continue to classify silver bullion on the abstract sheets.

We have been trying to eliminate the calculation of the value of each silver deposit as it has heretofore been carried upon the abstract sheets in the case of silver which is to be returned in fine bars but I am not sure that the Auditor's office will permit. We forwarded new silver abstract sheets to you recently for use in the case of silver purchases. For the present you may use the same blanks for silver deposited for return in fine bars if you have any such deposits.

I shall be glad to receive from Mr. Dewey a statement of your argument in favor of continuing the additional record of losses in melting in the Deposit Melting Room. This record was dropped because we did not seem to be getting any more out of it than had been obtained from the old records made on the Weigh Clerk's book

RG104 E-235 Vol 393

of original entry; it seemed to be scarcely more than a duplication of the record of losses made there. While it is highly important that the head of each institution shall keep a close watch over losses in the Deposit Melting Room the variations in the character of deposits of even the same class, excepting, of course, fine bullion, are so great that it has never seemed practicable for the Bureau to maintain any effective supervision over them.

Respectfully,

Director of the Mint

s.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, October 2, 1912.

	Superintendent	Mint, San Francisco.
	"	" Denver, Colo.
TO	Assayer in Charge	" Carson, Nevada.
	" "	" New Orleans
	" "	Assay Office Seattle, Washington.
	" "	" " Boise, Idaho.
		" " Helena, Montana.
		" " Deadwood, S. D.
		" " Salt Lake City, Utah.

In paragraph five table of charges amended September 28 carried by letter fine weight in next to last line should read standard weight.

Director.

Cont. Ex. Mint Bureau 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P., AND B.

2—458 a

RG104 E-235 Vol 393

, October 2,1913.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please inform this Bureau of the value of copper, platinum, palladium and osmiridum recovered during the fiscal year 1913, reporting each item separately.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

October 2, 1912.

Dear Mr. Leach:

The Secretary's Office has repeated its request for oath office to be taken by you on special form, a copy of which was forwarded to you on the 17th ultimo. Please advise me if this oath has been transmitted in order that we may trace it.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Oct. 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The President's Commission on Economy and Efficiency desires a separate statement for each of the two activities - "Furnishing a medium of exchange" and "Construction, repair, preservation and operation of public buildings".

I am returning the sheet (form 105) forwarded with your letter of the 26th ultimo, together with two blank sheets, with request that you forward a sheet for each activity. The building sheet should carry only those items which are paid for from Mint Service appropriations.

The wages of cleaners, watchmen, guides, etc., will be charged to operation of the building; those of carpenters, plumbers, machinists, etc., may be chargeable in part to upkeep of the building and in part to either operation, upkeep or new equipment for furnishing a medium of exchange.

Mint Service Form 996 is a part of Circular 19 of the Commission, mentioned in Note 3 at foot of form 105. Materials should be classified under the general heads given at top of page 32, form 996; equipment should be similarly classified (under E 1000, 2000, 4000, etc.)

In the first general division of the sheet forwarded by you, subdivision D 9-other supplies, in the 1911 column, appears the sum of $12,350.19; this is largely in excess of 5% of the total of class D, $29,153.00, and should be divided in conformity with the D 9000 classification on page 44 of form 996.

Prompt return of completed forms is requested.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

October 3, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 27th ultimo, enclosing the bond of Edwin R. Leach, Superintendent of Melting and Refining Department. The bond has been forwarded to the Secretary of the Treasury for approval and file in the Department.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Oct. 3, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am in receipt of three certificates of deposit dated Sept. 27th, covering into the Treasury certain revenues. These amounts will be placed to the credit of Edw. Sweeny, deceased, they having accrued during his term of office. I am also in receipt of C/D covering in to Mr. Sweeny's credit the balances of funds advanced to him under the various appropriations.

According to the account current (herewith) Mr. Sweeny still stands charged with the following revenues:

Balance July 1 - - - - - - - - -	$ 160.11
Alloy charges - - - - - - - - -	1,198.42
Parting & Refining charges - -	8,341.92

If you have not already done so, please cover these amounts into the Treasury immediately, together with any other sums that Mr. Sweeny may be chargeable with.

In lieu of the account current herewith, as of date Aug. 28, please render one in Mr. Sweeny's name for the period ending Sept. 30, 1912, and if that account current shows a balance due from him to the U. S. another account current should be rendered as soon as you are able to finally balance same.

Your attention is invited to letter of July 11, 1912, relative to the use of C/D's. One C/D should carry all earnings deposited at once, with general description on face such as -"Earnings and profits for quarter." The details in letter of advice furnish the information for the endorsement which the Bureau is required to place on back of the C/D.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

October 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of order sent this day to J. H. Decker, Sons & Company, Johnstown, N. Y., for gloves for your institution.

The samples of gauntlet gloves forwarded by you are returned herewith and you are authorized to purchase the same from the lowest bidder.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

October 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a transfer be made from the bullion fund of the Mint at Philadelphia to that of your Mint of the sum of $1000 payable in 48.375 ounces of proof gold to be forwarded to you from the Philadelphia Mint.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

October 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your cost report for the month of August does not appear to have been received at the Bureau; will you please forward it at your early convenience.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

TREASURY ~~NIGHT MESSAGE~~ DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, October 7, 1912.

TO Superintendent Mint, Denver, Colorado.
Superintendent Mint San Francisco, Cal.
Assayer in Charge, ~~Mint~~ Mint, New Orleans, La.
" " " Carson, Nevada.
" " Assay Office, Seattle, Washington.
" " " " Helena, Mont.
" " " " Boise, Idaho
" " " " Deadwood, S. D.
" " " " Salt Lake City, Utah.

Pay for silver contained in gold deposits received on and after Tuesday October eighth at sixty-four cents per fine ounce.

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.

Cont. Ex. Mint Bureau, 1913.

CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR.....

The appropriation from which payable must be stated on above line.

2—4258 a

STOCK FORM 19.
DIV. S., P., AND B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, October 9, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Wire recommendation giving name of temporary lead burner proposed to appoint.

Director.

Cont. Ex. Mint San Francisco 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.
STOCK FORM 13.
DIV. S., P., AND B.
2—127

RG104 E-235 Vol 393

Oct. 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Referring to my letter of Sept. 21st on the subject of ordinary accounts, it is directed that, instead of carrying each transaction to the appropriation ledger, only the daily totals of transactions, which are shown in detail in the registers, be carried thereto. This will save labor and ledger space. Registers should show monthly totals to agree with the amounts reported to the Bureau, but they may also show grand totals for the purpose of checking with their corresponding columns in the ledger. It is also directed that the unexpended and unencumbered balances be indicated daily.

Respectfully,

Geo. E. Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

Oct. 8, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Your request for funds for the month of October has been approved in the following sums:

Salaries - - - - - - - -	$ 7,500
Wages of Workmen - - - - -	15,000
Contingent Expenses - - -	2,500

Respectfully,

Geo E Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

Oct. 12, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir;

The following bills have been forwarded to the Auditor for settlement, chargeable to your 1912 contingent appropriation:

U. S. Express Co., assay coins shipped to Philadelphia Oct. 4, 1911 - - - - - - - - - - - $4.55
Atchison, Topeka, & Santa Fe Ry. Co., blower from Elizabeth, N. J., shipped June 13/12 - $36.75
Wells, Fargo & Co. Express, muffles from Denver May 27, 1912 - - - - - - - - - - $16.00

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

,October 12,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Referring to the Act of Congress approved August 23, 1912, which abolished the offices of Melter and Refiner and Coiner in your institution, I have to inform you that in future it will not be necessary to state in your Bullion A/cs. rendered to this Bureau, the transactions in ounces as formerly, between the Superintendent, the Melter and Refiner and Coiner. Now, it is between the Superintendent of the Mint, the Superintendent of the Melting and Refining department and the Superintendent of the Coining department. A strict accounting, however, of all such transactions between the departments in your institution should be kept on your books as heretofore.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, October 15,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Your requisition of recent date calls for 12 press-copy books, 12 X 19 inches, which I presume you intend to use in copying abstract sheets which same have been amended and reduced to 14 X 17 inches, and as the department has supplied press-copying books 16 X 19 inches to other offices of the service it would appear desirable that the same size be furnished to your mint.

On the same requisition you ask for 250 cloth-lined plain envelopes, 3-1/2 X 16 inches, and 250 cloth-lined printed envelopes, 4-1/16 X 9-1/2 inches. The rules of the department will not permit of furnishing a less quantity than 500 envelopes of each kind. I suppose that the plain envelopes are for use of the assayer and the larger size are to be used for transmitting special assay coins to the Bureau, and if this be the case I would suggest that you amend your requisition so that you can use the same size envelope for special assay coins as are used by the other mints. The cost of the larger envelopes is $13.95 per M. while the price of the

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smaller size is $8.55 per M., which includes the cost of printing.

The requisition will be held pending your reply.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, October 16, 1912.

TO Superintendent Mint,
San Francisco, Cal.

Reinstatement Miss Noonan and transfer Degan approved. Effective date of oath.

Drury
Acting Director.

Cont. Ex. Mint San Francisco 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.
STOCK FORM B.
DIV. S., P., AND B.
2—1258 a

RG104 E-235 Vol 393

October 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 10th instant stating that you had sufficient fine silver on hand to coin about $375,000, and your proposal to coin this metal into half dollars at the first opportunity is approved.

Respectfully,

A. P. Berry

Acting Director of the Mint.

RG104 E-235 Vol 393

October 17, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

During my recent visit to your institution I had a long conversation with your assayer upon the subject of weighing assay samples to .001 of an ounce. As a result of this conference he agreed to carry on some tests for the purpose of getting actual figures upon this proposition. I would, therefore, thank you to have his samples weighed to .001 of an ounce for two periods of one month each. At the completion of the periods he will have the scrap remaining weighed and after allowing for the number of assays made on each he will be able to deduce the amount actually lost in the necessary operations of the assay laboratory. At the completion of the test I would thank you to forward a full report of the work.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

NIGHT MESSAGE

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, October 18, 1912.

TO

Superintendent Mint Denver, Col.
" " San Francisco, Cal
Assayer in Charge Mint, Carson, Nev.
" " " New Orleans, La.
" " Assay Office, Seattle, Wash
" " " " Deadwood, S. D.
" " " " Helena, Mont.
" " " " Boise, Idaho
" " " " Salt Lake City, Utah.

Pay for silver contained in gold deposits made on and after Saturday nineteenth instant at sixty-two cents per fine ounce.

Dewey.
Acting Director.

Cont. Ex. Mint Bureau 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR
The appropriation from which payable must be stated on above line.

STOCK FORM 13.
DIV. S., P. AND B.

2-4258 a

RG104 E-235 Vol 393

October 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of September 30th forwarding report of test of the proposed handling of silver ingots by your assayer I would thank you to forward to the Bureau your samples of the six melts of ingots that were assayed on September 27th, 1912.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Oct. 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Enclosed herewith find corrected account current under your bond of Aug. 23, 1912, and schedule of pay rolls and vouchers for the month of September.

It is necessary that accounts of moneys advanced you be kept as distinctly separate under different bonds as though the accounts were those of the San Francisco Mint and the New York Assay Office. Please render one account current for all transactions under bond of Aug. 23d, including deposit of unexpended balances and deposit of earnings. This should be supported by a schedule of pay rolls and vouchers paid from these funds. Also render an account current under your bond now in effect, for the period ending Sept. 30th, supported by a schedule of pay rolls and vouchers.

Please inform me as to the bond under which you will account for the amounts deposited to your credit by C/D #1096 of Sept. 30 - $3.53, and C/D #1148 of Oct. 8 - $5611.28.

Please forward an abstract of special assays of bullion to support Mr. Sweeny's account current.

Respectfully,

A. P. Dewey

F

Acting Director of the Mint.

RG104 E-235 Vol 393

, October 18, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

As reference was made in the Director's Report for 1911 to the act of March 2, 1911, relative to gold certificate bars it would seem proper that an item should appear in the forthcoming report regarding the same and I therefore request you to furnish this Bureau with this information for the fiscal year 1912, as follows:-

	Gold Certificate Bars.		
	Manufactured.	Issued to Treasury.	On hand.
Number of Bars,			
Weight (std.oz.),			
Value,			

Commencing with date of the first delivery of Certificate bars by the Melter & Refiner, up to June 30, 1912.

Any other information bearing upon the above that may have come under your observation, especially that portion relating to the issue, exchange, sale, exportation, weight and value of the bars, as well as the country to which the shipment was made, should be indicated as far as possible.

It is desirable that this information be reported hereafter for each fiscal and calendar year.

Respectfully,

F. P. Drury

Acting Director of the Mint.

RG104 E-235 Vol 393

October 17, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

As the position of Superintendent of Melting and Refining is now under the Civil Service regulations it will be necessary for you to carry the name of the Superintendent on the list of employees in the report of Absence and Efficiency and certify to that statement yourself. Please forward the record of Mr. Leach for the month of August and the month of September, for the files of the Bureau and include his name in the regular way on the report for October.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

October 21, 1912.

310411

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In accordance with the recommendation contained in your letters of the 16th ultimo and the 11th instant, and for the reasons stated by the Assayer, in whose opinion you concur, you are hereby authorized to accept the proposal of the Braun-Knecht-Heimann Company for furnishing your Mint with one Brown Pyrometer outfit for the sum of $155.50; payment to be made from your appropriation for Contingent Expenses, fiscal year 1913.

Respectfully,

A. P. Bruce

Acting Director of the Mint.

RG104 E-235 Vol 393

October 21, 1912.

Mr. F. A. Leach,

Superintendent, U. S. Mint,

San Francisco, Cal.

Dear Mr. Leach:

Your communication regarding change in the building will have to await the return of Mr. Roberts who has gone away for a couple of weeks. Under the circumstances I do not feel warranted in dealing with matters requiring changes in the construction of the building. I will call Mr. Roberts attention to these changes which you desire immediately upon his return.

Respectfully,

F. Dorey.

Acting Director of the Mint.

RG104 E-235 Vol 393

October 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested the Secretary of the Treasury to cause to be deposited in the Treasury, in your name the sum of $2,700 on account of the profits on the coinage of one cent pieces, and the increase of your Minor Coin account in like amount.

Respectfully,

F. D. Gray.

Acting Director of the Mint.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WRITE WRITTEN:

Washington, October 22, 1912.

To Superintendent Mint
San Francisco, Cal.

Supervising Architect says your boilers are limited to one hundred and thirty pounds pressure. Will send inspector.

D Lowry.
Acting Director.

Cont: Ex. Mint San Francisco, 1913.

OFFICIAL MESSAGE,
(DEPARTMENT PAYS.)
CHARGE TREASURY DEPARTMENT APPROPRIATION FOR
The appropriation from which payment is to be made is stated on above line.

Office Form 19.
Div. E., P. Adm.

RG104 E-235 Vol 393

Oct. 22, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Herewith find voucher in favor of Shaw-Walker Co. of New York amounting to $9.57, for 3000 stock cards procured by the Superintendent, New York Assay Office, for your institution; voucher payable from your current contingent appropriation.

Respectfully,

F. D. Leach

F Acting Director of the Mint.

RG104 E-235 Vol 393

October 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In accordance with your letter of the 17th instant you are hereby authorized to invite proposals by addressing circular letters to well known dealers for the purchase of the platinum and palladium which you have on hand. The small amount of osmiridium which you have on hand, 1.18 ounces, may be retained for the present.

The following is a list of dealers who have recently been invited to bid on platinum for sale by the New York Assay Office:-

Goldsmith Bros. Smelting & Refining Co., Chicago.
Baker & Company 30 Church Street, New York.
S. S. White Dental Mfg. Co., Philadelphia.
American Platinum Works, Newark N. J.
Roessler & Hasslacher Chemical Co., New York.
Standard Dental Mfg. Co., Philadelphia.

Respectfully,

A. E. Young

Acting Director of the Mint.

RG104 E-235 Vol 393

, October 24, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

The following Forms have been mailed to you today, viz.:-

			Form No.
50	copies	"Unpaid Deposits",----------	14
140	"	"Acquisition and Disposition",----	193
20	"	"Deposits of United States Coin",-	474
325	"	"Cashier's Daily Summary",--------	570
15	"	"Deposits of Foreign Coin",--------	637
200	"	"Contract for General Supplies",--	670
250	"	"Memorandum of Gold Redeposits",--	906 B
100	"	"Pay-rolls with Certificate",------	938
200	"	"Pay-rolls without Certificate",--	938
100	"	"Public Vouchers"(Temporary supplies),	939
10	"	"Settlement Statement",----------	976

The new Forms (which will come into use when the stock of old Forms are exhausted), instead of "standard ounces" there will appear "<u>fine ounces</u>" in which the reports are to be rendered in future.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

October 24, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith duplicate of Certificate of Deposit No. 625 covering the balance which was held at New York to the credit of the late Superintendent, and which has been deposited in the Treasury. This duplicate was received by the Bureau to-day.

Respectfully,

Acting Director of the Mint.
B.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, October 25, 1912.

TO Superintendent Mint

San Francisco, Cal.

Custodian Postoffice San Francisco has been wired by Supervising Architect to inspect your boilers and advise maximum pressure allowable.

Acting Director.

Cont. Ex. Mint San Francisco, 1913.

RG104 E-235 Vol 393

October 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter of the 1st instant, nominating for promotion from the sub-clerical to the clerical grade four selectors, has this day been transmitted to the Secretary of the Treasury for action. The U. S. Civil Service Commission has consented to give another examination as no eligibles were obtained as a result of the recent competitive promotion examination, which was taken by Miss Todd only. Action on your recommendation was delayed pending the reinstatement of Miss Noonan.

Your recommendation for the transfer of Miss Noonan from the position of Selector to that of Telephone operator is now pending in the Secretary's Office.

Respectfully,

R. Drury

Acting Director of the Mint.

RG104 E-235 Vol 393

October 25, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to the description of Sperryite which you recently forwarded, I would thank you to supply any data that you may have regarding the chemical composition, qualitative and quantitative, of the speiss from which this material was obtained.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

October 28, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of the 30th ultimo and the 23rd instant, regarding assays of silver ingots; if you can arrange it without too much interference with the regular work of the laboratory, I would thank you to have three larger samples taken from each one of ten melts of 900 ingots and have them assayed in quadruple just as was done with the 600 ingots. Then forward the balance of the samples together with the assay results.

Respectfully,

A. P. Drury

Acting Director of the Mint.

RG104 E-235 Vol 393

October 29, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding to you by mail today the following:-

10 copies "Coiner's Settlement",--------	Form No. 901
100 Tablets "Gold Deposit Tag",----------	464

I return herewith samples of Forms 423, 463, and 541, "cards used in the coining department", with the information that they have been abolished.

Respectfully,

Acting Director of the Mint.

(Enclosures)

H

RG104 E-235 Vol 393

October 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of the 25th transmitting letter from the Superintendent of Melting & Refining Department regarding assay reports on gold anodes: I have no recollection of suggesting a modification of the Bureau order of June 8th, 1912. However, the question of reporting to the .1 is considerably wider than the accuracy with which such bullion may be assayed. It embraces also the case of arriving at the figure for reporting when assay results have been averaged. For instance:- The average of the assay results might be 893.20. In reporting to ¼ this would have to be forced down to 893. Manifestly it would be easier to report it at the even .1 and report it 893.20.

Respectfully,

A. D. Tenney

Acting Director of the Mint.

RG104 E-235 Vol 393

November 1, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring again to yours of the 25th, transmitting letter from the Superintendent of the Melting and Refining Department regarding assay reports on gold anodes: On further reflection upon the conversation held with the Superintendent of the Melting and Refining Department I recall that I said something about changing the regulations, but what I had in mind was a general recasting regarding the treatment of the whole subject in the cost report and was not limited to the specific question of reporting upon the fineness of the anodes.

Respectfully,

F. S. Drury

Acting Director of the Mint.

RG104 E-235 Vol 393

Nov. 7, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Requisition for funds to meet your expenses for the month of November has been approved in the following sums:

Salaries - - - - - - - - - -	$ 5,000
Wages of Workmen - - - - -	15,000
	$20,000

Respectfully,

F

Acting Director Mint.

RG104 E-235 Vol 393

Nov. 7, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Atchison, Topeka and Santa Fe Ry. Co. for transportation of muffles from Denver to your institution July 26th last, amounting to $3.52, has been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation; also bill of the Yale & Towne Mfg. Co., $818, chargeable to your 1912 contingent appropriation.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

November 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In compliance with the request contained in your letter of the 4th instant you are hereby authorized to accept the proposal of the Pacific Gas & Electric Company for the purchase of 408 Duct feet of 4 way tile conduit 3 feet long, 34 pieces, at 4 cents per duct foot.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

November 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I wish you would prepare for the Bureau a complete list of the employees of the Mint showing not only the department in which each is employed, but the organixation in detail. For example, I would like it to show not only who is in the coining department, but the names and the compensation of the employees in each sub-division of the coining department, and so of the other departments. We have no recent analysis of the organization.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

Nov. 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Since writing you before today about your proposal to enlarge the press room I have had a conference with the Supervising Architect. He suggests that you take the matter up direct with his representative in San Francisco, Mr. Roberts, and that the latter secure bids upon the necessary material and forward the same, with his recommendation. The recommendation will doubtless be approved and the Architect's office will bear the expense of the materials while you will have the work done by your regular force. This doubtless is the most economical method of securing the alterations.

The Architect's representative must, of course, approve of the proposed change as in no respect impairing the strength of the building before any work is begun.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

Nov. 13, 1912.

Mr. Frank A. Leach, Supt.,
United States Mint,
San Francisco, Cal.

Dear Mr. Leach:

I am just back from my pilgrimage to Iowa to vote. I left about the middle of October and went as far west as Denver. Returning I find several letters from you awaiting attention.

Your suggestion as to alterations in the building by which the toilet room and end of the corridor adjoining the press room may be thrown into the latter impresses me favorably. Strictly speaking, this work is for the Supervising Architect but no doubt you can do it more economically than he. It is necessary, however, to consult him about it, which I will do. The matter of putting shutters on the court windows of the rolling room involves so little expense that you may proceed with it at your convenience without waiting for further authority.

Your suggestion about a vacuum drying machine for treatment of the sweeps will also receive attention. I am forwarding your letter to the New York Assay Office with a request that the apparatus made by the Devine Company of Buffalo be investigated.

I note what you say about the official order to cover the Superintendent of the Coining Department into the classified service. Under the regulations already in force all new positions which may be created are automatically in the classified service and as Mr. Kearney himself is in the classified service no official order is necessary in his case. Nothing has been said by the Civil Service Commission about an examination for Mr. Clark, formerly Assistant Coiner at Philadelphia, who was appointed Superintendent of the Coining Department immediately upon the taking effect of the change in the law. Mr. Kearney's status is precisely the same as Mr. Clark's and while we cannot make any promise for the Commission we will do our best to handle Mr. Kearney's case with the least possible friction.

In regard to your recommendation for the reinstatement of Mr. White, to be made a Watchman, do you find this absolutely necessary? Our policy, as you know, is to work the force down as these vacancies occur to the limit consistent with the continuance of operations in the operative department. We have so little coinage

RG104 E-235 Vol 393

in sight that requires to be done next year that it is highly desirable to cut the force down to the minimum. I think you understand the situation and I am, of course, ready to allow you the number which upon full consideration you find to be absolutely necessary in order to operate the several departments at a low capacity.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, November 15, 1912.

TO Superintendent Mint,

San Francisco, Cal.

O'Neill's reinstatement approved effective date of oath.

Roberts

Director.

Cont. Ex. Mint San Francisco, 1913.

SPECIAL PRINTING
GOVERNMENT PRINTER
Purchase Treasury Department Appropriation, etc.
The appropriation from which payable must be stated on above line.

RG104 E-235 Vol 393

,November 15,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In order to be enabled to reply to inquiries from foreign countries relative to their coins which have been withdrawn from circulation and melted in United States mints and assay offices, it is necessary that this Bureau should know the number of pieces and denominations of all foreign coins, by countries, deposited at your mint during the calendar years 1911 and 1912, separately. In future please send this statement for all calendar years.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

Nov. 18, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

You are advised that bill of Wells Fargo & Co. Express for transportation of coin dies from Philadelphia July 18, 1912 and coin collars and feeds July 20, 1912, amounting to $10.95, has been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

J. P. Drury,

Acting Director Mint.

F

RG104 E-235 Vol 393

November 18, 1912.

310894

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to the article on the determination of silver in mass-melts of gold bullion prepared by your assayer for publication in the annual report:- Some independent tests have been made on this method and it is desired to make a thorough and complete test. If the method is entirely satisfactory on mass-melts, it should also be applicable to straight deposits. We have a great deal of difficulty with silver determinations on redeposits generally and if a better method than the present one of cupellation could be worked out it would be a great advantage. I would, therefore, thank you to have some large samples of 12 different and characteristic deposits taken and, after having determined the silver by the regular cupellation method and the cyanate method, to forward them to the Bureau with a report of the results you obtained on them by both methods.

Respectfully,

F. O. Dewey,
Acting Director of the Mint.

RG104 E-235 Vol 393

November 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your monthly statement of deposits covering October. We do not appear to have received the report for September, but if it has been sent will you please cause a duplicate to be transmitted.

Respectfully,

F. P. Drury,
Acting Director of the Mint.

RG104 E-235 Vol 393

November 19, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In examining your bullion accounts I find that abstract sheets, assayer's reports, receipts and warrants from No. 963 to 971 are missing.

Please forward them as promptly as possible that your account may be completed and forwarded to the Auditor.

Respectfully,

Acting Director of the Mint.

B.

RG104 E-235 Vol 393

Nov. 18, 1912.

Mr. Frank A. Leach,
Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Examination of your disbursing account shows that you have received pay for eight days in the month of August, 1912. The Act of June 30, 1906, making appropriations for Sundry Civil purposes for the fiscal year 1907, prohibits payment for the 31st day of a month and as your Commission is dated August 24, 1912, you did not hold the position of Superintendent of that institution until the 24th and are therefore not entitled to pay for the 23rd. Nomination by the President and confirmation by the Senate do not constitute appointment. The correct period for which you are entitled to pay in August is 7 days.

It will therefore be necessary for you to refund the sum of $12.50 and deposit same into the Treasury under your bond of August 23, 1912. An account current should be rendered under this bond, carrying the collection and deposit.

Am sorry this condition obtains, but do not see how we can avoid it.

Respectfully,

A. Piatt Andrew

Acting Director of the Mint.

F

RG104 E-235 Vol 393

Night Message.

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, November 15, 1912.

To Superintendent Mint,

San Francisco, Cal.

Promotion of White and O'Neill pending in Secretary's Office.

Director.

Cont. Ex. Mint San Francisco, 1913.

OFFICIAL BUSINESS,
GOVERNMENT RATES.
Please refer to Department, Reference No.
The authority from which reply must be stated on above line.
2—1078
STOCK FORM 18.
Ex. Z. P. AND T.

RG104 E-235 Vol 393

November 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith duplicates of contracts entered into by you for supplies for your institution during the fiscal year 1913. The original contracts have been approved by the Secretary and placed on file in the Department.

Respectfully,

F. E. Drury,
Acting Director of the Mint.

RG104 E-235 Vol 393

,November 20,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding to you by mail to day the following, viz.:-

1000 copies "Public Voucher",---------- Form No. 939

Respectfully,

L. P. Drury,
Acting Director of the Mint.

RG104 E-235 Vol 393

,November 20,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please forward, by return mail, assay reports on Gold deposits Nos. 963 to 970, inclusive, as they cannot be found with the original Accounts.

Respectfully,

J. P. Drury,

Acting Director of the Mint.

By

RG104 E-235 Vol 393

,November 20,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding to you by mail today the following:-

24 Memorandum Books, 25 leaves, 5-1/4 X 8" (fabrikoid binding).

Respectfully,

J. P. Drury,
Acting Director of the Mint.
H-

RG104 E-235 Vol 393

,November 20,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

In examining your Bullion A/cs., for the quarter ending September 30, 1912, I find the following errors:-

For Assayer's Reports and Gold Warrants Nos. 963 to 970 there are no Abstract Sheets. Warrants and Receipts (gold) as follows are missing:- Nos. 632, 1227, 1237, 1238, 1240, 1243, 1246 and 1248; Nos. 1251 to 1263 are returned herewith to have the amount inserted in Certificate of Check payment; Receipt #75, for signature; Nos. 148, 149 and 150, for signature and endorsement; Nos. 415 and 435, for signature of depositor; Gold Warrant #1118 and Receipt #914 and Silver Receipt #13, for signature.

Respectfully,

J. P. Drury,
Acting Director of the Mint.

(Enclosures)

RG104 E-235 Vol 393

Night message.

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, November 22, 1912.

TO Superintendent Mint,

San Francisco, Cal.

Do you desire an eight or ten place millionaire.

Eight place four hundred dollars. Ten place four hundred seventy-five.

Roberts

Director.

Cent. Ex. Mint San Francisco, 1912.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR .....
The appropriation from which payable must be stated on above line.
DEPARTMENTAL STOCK FORM 2128.
2—6827

RG104 E-235 Vol 393

Nov. 23, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Beginning with January 1, 1913 all bars which are stamped with the year of their making will be numbered as of the calendar year instead of as the fiscal year as heretofore. You will begin a new set of bars at the date named and continue consecutively throughout the calendar year 1913.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, November 25, 1912.

To Superintendent Mint,

San Francisco, Cal.

Accept proposal S.S.White for platinum and palladium.

Director.

Cont. Ex. Mint San Francisco, 1913.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT. APPROPRIATION FOR .....

The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 2128.

RG104 E-235 Vol 393

,November 25,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am forwarding to you by mail today the following:- 250 sheets of "Statement paper" in accordance with your requisition for stationery.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

November 25, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a formal office copy of order given to the agent in this city for an 8 place Millionaire Calculating Machine to be forwarded to your Mint, the price for the same being $400 f.o.b. New York. The machine is to be shipped to you on Government B/L and voucher in payment for the same transmitted to you for payment.

The agent of the Millionaire Calculating Machine has also been requested to forward to his office the necessary instructions for the receipt, repair and return of the machine you now have which is out of order. Please cause the machine to be carefully packed and forwarded to W. A. Morschhauser, 1 Madison Avenue, New York, N. Y., on Government B/L. It will be returned to you in like manner.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

November 25, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I beg to confirm the following telegram sent you this day:-

"Accept proposal S. S. White for platinum and palladium".

It is understood that the prices quoted by the S. S. White Dental Company, namely, $43.55 per troy ounce for platinum and $42.10 per troy ounce for palladium, are the only quotations upon the sponge as it stand, the other firms having bid upon the pure contents.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

November 25, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have yours of the 19th instant accompanying the list of employees of the mint, and note your request for a copy of the list of the other mints. I will have one made for you at our earliest convenience.

Miss Lena Noonan has been reinstatement as a selector but it would be necessary for her to take an examination for transfer to the position of telephone operator. No application for such an examination has been filed with the Secretary. I judge that you wish her to fill the position of telephone operator and to appoint Miss Todd to the calculator's position in case the latter passes the examination.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

,November 25,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I have examined and referred to the Auditor for the Treasury Department the Bullion A/cs. of Edward Sweeny (late Superintendent of the U.S. Mint at San Francisco), for examination and settlement with my approval. (July 1 to Aug. 28, 1912).

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

November 25, 1912.

510925

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of the 15th transmitting letter from your assayer regarding the bone-ash supplied by the Michigan Carbon Works of Detroit, Michigan:- Before authorizing the purchase of ash from this Company their material, shipped direct to the Bureau, had been tested here. We had also tested two barrels of ash supplied by a New York dealer which were supposed to have been made by the Michigan Carbon Company. Since the first of July the Philadelphia Mint has purchased ash from this Company and their assayer reports it "as being very good for cupel making". The New York office has also purchased this ash since July 1st. Their assayer finds the ash somewhat finer in screen composition than the specification, but the cupel makers say that it absorbs less water than their old ash, and that it corrodes the fingers unduly. This is probably due to a slight excess of free or caustic lime as shown by the Bureau tests. The assayer also says "The cupels made from it seem to possess less absorbent powers. I have noticed nothing else different in it."

I am, therefore, at a loss to understand why the six barrels purchased by you should have failed so utterly to make a good cupel. I would suggest that you take the matter up with the Michigan Carbon Company, giving your experience with each one of the barrels and summarizing the experience of the other institutions using their ash and then ask them for an explanation as to why the ash sent you was so poor.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

,November 26,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion A/cs., for the period August 29th to Sept. 10th, inclusive, with my approval.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

November 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In response to your request of the 21st instant you are hereby authorized to invite proposals by addressing circular letter to well known dealers for supplying your Mint with twenty (20) tons of electrolytic copper, twelve hundred (1200) pounds of tin, and one thousand (1000) pounds of zinc for minor coinage purposes.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Nov. 26, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Southern Pacific Co. for transportation of stationery from Washington to your institution August 12, 1912, amounting to $2.39, has been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

November 27, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to yours of the 18th transmitting your assayer's report of a two months test of weighing his samples to .001 of an ounce, in view of the results of this test I have decided that it would be best in the large institutions to have the assayer's samples weighed to .001 of an ounce and charged to him at such weight. I would, therefore, thank you to follow this plan in the future.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

,November 29,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

Please forward as early as possible a statement of deposits, by fine ounces and value, for the eleven months ending November 30, 1912, prepared on Form 61.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

November 29, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 23rd instant enclosing the receipt for premium upon the bond of B. L. Noggle, Deposit weigh clerk. The receipt has been forwarded to the Secretary of the Treasury for file in the Department.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

Nov. 29, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

The following amounts, covering manufacture of 335,725 pesos for the Philippine Govt., delivered Nov. 4, 1912, have been covered into the Treasury to your credit and to the credit of:

Wages of Workmen, Mint at San Francisco, 1913 -		$2,238.63
Contingent Expenses,	do	1,119.32

The above by certificate of deposit #3927 dated Nov. 26, 1912.

On Oct. 19, 1912, there was covered into the Treasury to your credit, for manufacture of Philippine coin, by C/D #3452, amounts as follows:

Wages of Workmen, Mint at San Francisco, 1913 -		$2,345.65
Contingent Expenses	do	1,172.82

Respectfully,

Geo E Roberts

F Director of the Mint.

RG104 E-235 Vol 393

,November 30,1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion A/cs. for the period Sept. 11 to Sept. 30, 1912, with my approval.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Nov. 30, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Replying to yours of the 25th inst. relative to the number of days in August for which you are entitled to pay I would say that I have held that your term of office began August 23, 1912. There is some difference of opinion about it and we will let the Auditor settle it when the accounts reach him.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

December 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to advise you that the abstract sheets covering gold deposits Nos. 963 to 970, assay Nos. 1580 to 1610, were not forwarded with the balance of your September quarter's accounts. Will you please cause the same to be forwarded that we may transmit them to the Auditor for the Treasury.

Respectfully,

Geo. E. Roberts

Director of the Mint.

B.

RG104 E-235 Vol 393

December 2, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In accordance with the recommendation contained in your letter of the 27th ultimo you are hereby authorized to invite proposals for the purchase of old material you have on hand by addressing circular letter to dealers interested, accepting the highest bids obtainable.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Dec. 3, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Perhaps a year ago Mr. Hawkins forwarded a suggested form for the Weigh Clerk's Register of Deposits. We have had more or less correspondence about it and the form has been sent about to other offices with the result that I have lost track of it. A diligent search of our files fails to reveal it. I am sorry to trouble you and him but I will thank you to have another copy made embodying your recommendations. I think there should be a column for weight after sampling and for the weight of the assay sample and also a narrow column in which may be inserted the date of delivery to the melting and refining department; the latter need provide only space for the number of the month and the day of the month.

The chief difference of opinion is over the columns for fineness, fine gold weight and fine silver weight. Some of the offices, notably New York, have never used these columns. The objection to them is that they are not original entries, being copies from the Assayer's record and Abstract Books. If any important question arose as to the finess or fine weight of a deposit recourse would have to be had to one of the former records. The most substantial reason for continuing these columns in the Weigh Clerk's book is the one given by you, to wit: that it enables the Weigh Clerk to complete his locality record. I will be glad to have your final conclusion upon this form.

Respectfully,

Director of the Mint.

S.

RG104 E-235 Vol 393

December 4, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The Secretary of the Treasury has referred to this Bureau a letter from the Civil Service Commission stating that the Department of Commerce and Labor has requested a certificate authorizing the transfer of Miss Lulu Moulton, on furlough from your Mint, to the position of clerk in the Immigration Service at San Francisco.

To effect this transfer it will be necessary for Miss Moulton to be reinstated in the Mint as an adjuster. I have assented to this reinstatement with the understanding that it is for the purpose of immediate transfer to the Immigration Service. You will be advised of the action of the appointment division in the case.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

Dec. 5, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I am enclosing herewith a bill for general household supplies furnished Thos. S. Wentworth and family and which he is said to refuse or neglect to pay. Kindly advise the Bureau as to the facts in the case.

Respectfully,

Director of the Mint.

s.

(Encl.)

RG104 E-235 Vol 393

December 5, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Will you please forward to the Bureau a formal request for the change in designation of Mr. Kearney from "Assistant Coiner" to "Superintendent of Coining Department" and an increase in his compensation from $2000 per annum to $2,500 per annum, effective January 1, 1913. Please send this request in duplicate upon receipt of this letter.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 6, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to my letter of the 5th instant requesting you to forward a formal recommendation for the change in designation and compensation of Mr. Kearney, will you please change that letter to read "increase in his compensation from $2000 per annum to $3,000 per annum," instead of to $2,500 per annum as stated in the letter of the 5th instant.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Dec. 6, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

The following bills have been forwarded to the Auditor for settlement, chargeable to your Contingent appropriation:

Contingent, 1912-

Electric, Railway & Mfrs. Supply Co., switches, etc., $6.30

Contingent, 1913-

Wells Fargo & Co. Express, Coinage dies and collars from Philadelphia Aug. 29, Sept. 5 & 6, 1912 - 4.40

Philadelphia Mint, 5 coin collars, shipped Oct. 28 - 10.14

Respectfully,

Geo. E. Roberts

F Director of the Mint.

RG104 E-235 Vol 393

Dec. 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am forwarding today under another cover the following forms:

500 copies Form 442 - Report of Captain of Night Watch
500 " " 345 - Report of Night Watch
500 " " 346 - Report of Doorkeeper
250 " " 193 - Acquisition and Disposition of Silver.

Respectfully,

Director of the Mint

RG104 E-235 Vol 393

December 7, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 3rd instant enclosing receipt for premium on the bond of Thomas E. O'Neill. The receipt has been forwarded to the Secretary of the Treasury for file in the Department.

Respectfully,

G. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

Dec. 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Requisition for funds to meet your expenses during the month of December has been approved in the following sums:

Salaries - - - - - - - - - - -	$5,000
Wages of Workmen - - - - - -	5,000
Contingent Expenses - - - -	5,000
	$15,000

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

December 9, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested the Secretary of the Treasury to ask the Civil Service Commission to take the necessary steps for the transfer of Miss Noonan from the position of Selector to that of Telephone Operator, and will advise you of the action taken in the matter.

Respectfully,

F. E. Baker

Director of the Mint.

RG104 E-235 Vol 393

Dec. 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

I note what you say about your correspondence with Mr. Carl Hering, of Philadelphia, inventor of an electric furnace, and have asked the officials of the melting and refining department of the Philadelphia Mint to investigate it. In this connection I would add that we are now installing an electric furnace in the assay office at New York. This furnace is imported from Germany. We shall be able to test it out within a few weeks. I think it very desirable to keep well informed upon developments in this line.

Respectfully,

Geo. E. Roberts

Director of the Mint.

s.

RG104 E-235 Vol 393

Dec. 9, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Referring to your suggestion that certain old city directories and newspaper files which are now occupying storage space in the Mint and constitute a fire risk be donated to some public library, I beg to say that same meets my approval. I do not think it is worth while to make an attempt to sell them by auction. You are authorized to give them to any institution that will remove them.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

Dec. 11, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have yours of the 3rd inst. relative to the expense in operating the power plant for one month and note that the cost of power is practically the same as though purchased from the outside power company.

I would like to inquire whether in your opinion it is absolutely necessary to secure an appropriation from Congress for supplies in order to keep the refinery in operation for the rest of this fiscal year. The bill carrying appropriations for next year has been reported from the Committee and the language is such that there will be no trouble after June 30, next, about making all purchases for the refinery from the regular contingent fund. As you know, the difficulty this year arises from the fact that the appropriation for the San Francisco Mint was put into the bill on the floor of the House in substitution for the language of the original bill.

At this writing it is not certain that there will be an urgency deficiency bill and we can hardly ask for action on this matter alone. If we asked for it and nothing was done we might be embarrassed.

Respectfully,

Geo. E. Roberts

s. Director of the Mint.

RG104 E-235 Vol 393

Night Message

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN: Washington, December 11, 1913.

To Superintendent Mint,
San Francisco, Cal.

Wire amount minor and subsidiary profits on hand first instant.

Dewey
Acting Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.
CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR.....
The appropriation from which payable must be stated on every line.
8—1913

Cont. Ex. Mint San Francisco, 1913.

DEPARTMENTAL STOCK FORM 8128.

RG104 E-235 Vol 393

U. S. MINT SERVICE.
Form No. 8871.
Ed. Aug. 4-09—1,000.—8 x 10½.

NOTIFICATION OF SHIPMENT OF BLANK FORMS AND RECORD BOOKS.

Treasury Department,

BUREAU OF THE MINT,

Washington, D. C., Dec 11, 1912

Superintendent
U. S. Mint
San Francisco

Sir:

The following blank forms and record books for official use of your institution have been mailed you this day, viz:

1000 Copies, Form No. 988 Vendor's Copy Purchase Order
1000 Copies, Form No. 988a Rec'd Ck. Copy " "
1000 Copies, Form No. 988b Office Copy " "
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.

The mutilation of record books will not be permitted. Detached sheets are forwarded with each book, to be preserved in your office until other copies are necessary, when the sheets are to be returned for use of the printer.

Respectfully,

F. D. Drury
Acting Director of the Mint.

RG104 E-235 Vol 393

December 12, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have received your statement of deposits and purchases, Form 61, for eleven months ending November 30th, for which I thank you.

On this statement there appears an entry of 467.76 fine ounces refined silver, reported under "refinery product" as a purchase, but the name of the Refinery producing this silver has not been inserted. Will you please indicate the name of the Refinery in order that proper credit may be given.

Respectfully,

Director of the Mint.

AAH.

RG104 E-235 Vol 393

December 12, 1912

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day requested that a deposit be made in the Treasury in your name of the sum of $5,000 on account of the profits on the coinage of one cent pieces, and that the Minor Coin Account of your Mint be increased in like amount.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose eight samples of bullion and I would thank you to have each sample cupelled in duplicate for silver and them have two determinations of silver made on each sample by your modified cadmium-sulphocyanate method, reporting the results to the Bureau.

The original report on these samples is as follows:-

	Gold	Base.
1	379	182
2	381.6	180
3	386.4	167
4	384.9	169
5	466.8	50
6	465.2	50.5
7	464.8	46
8	464	48

Respectfully,

Geo. E. Roberts

Director of the Mint.

FPD.

RG104 E-235 Vol 393

Dec. 13, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am in receipt of your letter of the 6th inst. enclosing the communication from Carl Hering relative to his electric furnace, and have forwarded the same to the Philadelphia Mint.

Respectfully,

Geo E Roberts

Director of the Mint.

s.

RG104 E-235 Vol 393

Dec. 14, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith the report made by Mr. Slaker, of the New York Assay Office, on the vacuum drying apparatus in use by the firm of Batelle & Renwick, New York City. Mr. Slaker evidently prefers the system in use in the assay office. I am forwarding also copy of a letter from the C. O. Bartlett & Snow Company and their catalogue and shall be glad to hear further from you on the subject.

Respectfully,

Director of the Mint.

s.

(Encls.)

RG104 E-235 Vol 393

December 14, 1912.

Superintendent, U. S. Mint,
San Francisco, California.

Sir:

I have this day requested the Secretary of the Treasury to cause to be deposited in the Treasury, in your name, the sum of $93,320.49 on account of the profits on the coinage of subsidiary silver, and the increase of the bullion fund of your Mint in like amount.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

U. S. MINT SERVICE.
Form No. 8871.
Ed. Aug. 4-09—1,000.—8 x 10¼.

NOTIFICATION OF SHIPMENT OF BLANK FORMS AND RECORD BOOKS.

Treasury Department,

BUREAU OF THE MINT.

Washington, D. C., March 14, 19 12

Superintendent
Mint of Philadelphia
San Francisco

Sir:

The following blank forms and record books for official use of your institution have been mailed you this day, viz:

200 *Copies, Form No.* 579 Deposit record daily cash on hand

Copies, Form No.

Copies, Form No.

Copies, Form No.

Copies, Form No.

Copies, Form No.

Copies, Form No.

Copies, Form No.

Copies, Form No.

Copies, Form No.

The mutilation of record books will not be permitted. Detached sheets are forwarded with each book, to be preserved in your office until other copies are necessary, when the sheets are to be returned for use of the printer.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 16, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Through an inadvertence in this Bureau the Mint at Philadelphia was requested to prepare five-cent coinage dies for the year 1913 for your Mint. Will you please return the dies to the Mint at Philadelphia, as it is not the intention to execute the coinage of the nickel pieces in the present design after the close of this calendar year. A new design, now being prepared, will be ready early in the year when a supply of dies will be forwarded to you.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

U. S. MINT SERVICE.
Form No. 8871.
Ed Aug. 4-09—1,000.—8 x 10½.

NOTIFICATION OF SHIPMENT OF BLANK FORMS AND RECORD BOOKS.

Treasury Department,

BUREAU OF THE MINT,

Washington, D. C. Dec 16, 1912

Superintendent
U. S. Mint
San Francisco

Sir:

The following blank forms and record books for official use of your institution have been mailed you this day, viz:

2500 Copies, Form No. 262 Report Delivery of Deposits

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

..... Copies, Form No. .....

The mutilation of record books will not be permitted. Detached sheets are forwarded with each book, to be preserved in your office until other copies are necessary, when the sheets are to be returned for use of the printer.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

December 17, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose nine samples of standard silver and would thank you to have the silver determined in each sample in duplicate, having one man do all the work.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

December 18, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Referring to your letter relative to the complaint concerning Thomas S. Wentworth, his failure to pay bills, and his reported proclivity for gambling, I beg to say that I will ask the Secret Service Bureau to assign one of its San Francisco men to your service to look up the facts as to his gambling habits. If he is an habitual gambler I do not think we should retain him in the service, and in any event, I think you should have a serious talk with him about his debts. Require him to submit a list of them and to make regular payments upon them until they are liquidated. I think he should have fair warning that he cannot remain in the service without paying his bills. In my opinion we should purge the service of dead-beats, and of the type of men who are always hard up. There is constant danger that under pressure of necessity they may yield to temptation. I suggest that you lay down this rule to Mr. Wentworth and give him opportunity to straighten up his affairs, but insist that he do so.

The affidavit of William F. Howe which is enclosed indicates that Wentworth's reputation is bad. If the report of the Secret Service man bears out these charges, and your own judgment confirms their truth, I do not see how you can escape separating him from the service.

Very truly yours,

Director of the Mint.

RG104 E-235 Vol 393

December 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose a sample of bullion that has been reported at 884 fine in gold and the silver unreportable. I would thank you to have your assayer make a thorough examination of this sample for silver by both cupellation and his modified sulpho-cyanate method, and report his experience with it in full.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

Dec. 20, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith a copy of a letter addressed by the Secretary of the Treasury to the Speaker of the House relative to a provision for the Contingent Expenses of your Refinery. I am sorry to say that Congress has adjourned for the holidays without acting upon the urgent deficiency bill. I trust that one will be passed with this paragraph included before it becomes necessary for you to close the refinery.

Respectfully,

Director of the Mint.

s.

(Encl.)

RG104 E-235 Vol 393

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:

Washington, December 21, 1912.

TO Superintendent Mint, San Francisco, Cal.
Assayer in Charge Assay Office, Seattle, Wash.
" " " " Boise, Idaho.
" " " " Deadwood, S. D.

Mail today estimate December deposits by States.

Roberts

Director.

OFFICIAL BUSINESS.
GOVERNMENT RATES.

Cont. Ex. Mint Bureau, 1912.

CHARGE TREASURY DEPARTMENT, APPROPRIATION FOR .....
The appropriation from which payable must be stated on above line.

DEPARTMENTAL STOCK FORM 212B.

2—6827

RG104 E-235 Vol 393

Dec. 21, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have been considering that portion of your letter of Dec. 3rd which recommends certain additional expenditures upon your power plant. I have not felt quite clear as to the advisability of making this additional expenditure in view of the fact that we do not expect to use the plant continuously. However, if these expenditures are to be made at all I judge that it is best to have them made during the present fiscal year while you have ample funds available. If there should be a breakdown some time in the future when you were without the funds to make the repairs it might be a serious matter. I assume that this is the basis of your recommendation and you are therefore authorized to have these additions to the equipment of the power plant made and to pay for the same from your appropriation for Contingent Expenses for the present fiscal year.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

December 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose nine samples of standard silver and would thank you to have the silver determined in each sample in duplicate, having one man do all the work.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

December 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I beg to acknowledge the receipt of your letter of the 16th instant relative to bids received by you for old material. You are authorized to accept the proposals of the following named firms for the purchase of this material:

Sugarman Iron & Metal Co., Lead	$92.50	per ton.
P. Schecter, scrap iron	11.65	" "
P. Schecter, bronze and brass	359.00	for lot.
Wildberg Bros., Incandescent globes	2.00	" "
C. J. Reed, furnaces	10.00	" "
P. Schecter, Schmalz Scale	12.20	
Sugarman Iron & Metal Co., work driven elevator	11.50	
S. Steinberg & Co., Sprinkling cart	40.00	

It is understood that the bids upon the lead, bronze and brass were made upon current market prices and if the market drops the bidders reserve the right to withdraw their bids.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 23, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose eight samples of bullion and would thank you to have each sample cupelled in duplicate for silver and then have two determinations of silver made on each sample by your modified cadmium-sulpho cyanate method, reporting the results to the Bureau.

The original report on these samples is as follows:-

	Gold.	Base.
I	435.5	149
II	433.5	150
III	415.1	149
IV	418	148
V	435.5	64
VI	432.3	67
VII	647.5	217
VIII	643.1	229

Respectfully,

Director of the Mint.

FTD.

RG104 E-235 Vol 393

December 27, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I enclose a sample of bullion and would thank you to have the following determinations made:

3 assays for gold.
3 silvers by cupellation.
3 " " sulpho-cyanate.

Respectfully,

P. Lowry

Acting Director of the Mint.

RG104 E-235 Vol 393

December 27, 1912.

The Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The Bureau of Insular Affairs, War Department, has advised the Bureau that the Treasurer of the Philippine Islands will ship to you 125,167.60 pesos Spanish Filipino and Philippine silver coin for re-coinage on the transport sailing December 24, 1912.

Respectfully,

A. Piatt Andrew

Acting Director of the Mint.

RG104 E-235 Vol 393

U. S. MINT SERVICE.
Form No. 8871.
Ed. Aug. 4-09—1,000.—8 x 10½.

NOTIFICATION OF SHIPMENT OF BLANK FORMS AND RECORD BOOKS.

Treasury Department,

BUREAU OF THE MINT,

Washington, D. C., Mar 27, 1912

Superintendent,
U. S. Mint
San Francisco

Sir:

The following blank forms and record books for official use of your institution have been mailed you this day, viz:

500 Copies, Form No. 592 Cashier's Summary
2000 Copies, Form No. 987 Purchase or Stores Requisition
Copies, Form No.
500 Copies, Form No. 44 Wrong Collections
1,000 Copies, Form No. 991 Delivery notices
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.
Copies, Form No.

The mutilation of record books will not be permitted. Detached sheets are forwarded with each book, to be preserved in your office until other copies are necessary, when the sheets are to be returned for use of the printer.

Respectfully,

F. P. Dunn
Director of the Mint.

RG104 E-235 Vol 393

Dec. 26, 1912.

Superintendent, U. S. Mint,

San Francisco, Cal.

Sir:

Bill of the Philadelphia Mint for 10 dime coin collars forwarded to you Nov. 25th last, amounting to $17.82, has been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

December 28, 1912.

Superintendent, U. S. Mint.
San Francisco, California.

Sir:

I beg to advise you that this office has obtained proposals from three firms for supplying rings and covers, according to blue prints furnished by the Philadelphia Mint, for the No. 80 specification crucibles manufactured by the J. H. Gautier Company under contract for 1913. Should you require any of these articles you are authorized to purchase the same from J. H. Gautier & Company, Jersey City, N. J., the lowest bidders, at the following rates:-

2" rings,	in lots of 100, ------	$0.40 each
4" "	in lots of 100, ------	.72 "
Covers,	in lots of 100, ------	.49 "

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 26, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

I have this day accepted the proposal of the United States Nickel Company for supplying your Mint with 10,000 pounds of Prime Cube Nickel 99% pure, at the rate of 37.80¢ per pound, f.o.b., point of shipment, and the Quartermaster's Department has been requested to receive and forward the same to you via New York, and by water to Galveston, thence to your institution.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 28, 1912.

Superintendent, U.S. Mint,
San Francisco, Cal.

Sir:

I am enclosing herewith Form C.A.-5 b, APPROVAL OF CLAIM FOR COMPENSATION ON ACCOUNT OF INJURY in the case of R. M. Peirce, skilled workman of your Mint, injured November 12, 1912.

Respectfully,

Director of the Mint.

Enclosure.

RG104 E-235 Vol 393

Dec. 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

Your letter of the 20th inst. relative to the evaporating equipment used by the New York Assay Office in its sweeps cellar and suggesting that a similar one be installed at San Francisco is at hand.

Mr. Slaker is favorably impressed by this equipment but it has only been installed a few weeks and so far used but little. I would prefer to have it in use a little longer before installing it elsewhere.

Respectfully,

Director of the Mint.

s.

RG104 E-235 Vol 393

December 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

In yours of the 24th, transmitting report of assays of standard silver there were enclosed 17.84 grams of standard silver as the equivalent of metal used in making 18 assays of the standard silver sent you on the 17th. It is not quite clear how these figures were arrived at.

Respectfully,

Director of the Mint.

RED.

RG104 E-235 Vol 393

December 30, 1912.

Superintendent, U. S. Mint,
San Francisco, Cal.

Sir:

The Supervising Architect has received from his representative in San Francisco a report upon your recommendation for the enlargement of the coining room. He recommends simply that the entrance to the coining room be enlarged by removing all of the partition between the coining room and the corridor, supporting the floor above by means of a girder. He indicates it as his opinion that this will relieve the congestion of visitors sufficiently, and by keeping the latter in the corridor allow you sufficient space in the coining room to install the two additional presses. The Supervising Architect would much prefer not to tear out the toilet room if it can be avoided, and at his suggestion I am submitting the matter for your further consideration. It has occurred to me that in view of the reduced amount of coinage in prospect you might make room for the minor coinage presses by removing two of the large presses which are not likely to be used.

The Supervising Architect estimates the cost of the entire change as proposed by you at $3,500. His representative, Mr. Roberts, advises him that it would not do to have the mint force perform any of the work, but that the entire job should be let to a responsible contractor. This is due to the importance, as he regards it, of having it done without injury to the building. Neither the Supervising Architect nor myself are sufficiently well informed about the building to be clear as to just what these changes involve. According to the plans we have there seems to be a fireplace in this partition between the coining room and the wash room, which indicates that there is a chimney from the basement to the roof. Is this the case, and is it required for the room below? There is also

RG104 E-235 Vol 393

a vent-pipe in the corner of the wash room; is this required for the room below? Your original sketch as sent to me seems to contemplate that the entire partition separating the wash room from both the coining room and the corridor can be removed. I suggest that you call in Mr. Roberts again and go over the matter with him in detail and endeavor to reach an agreement upon what he will recommend. The Supervising Architect is quite disposed to grant any needed change which does not involve too much expense, but naturally hesitates to go beyond the recommendations of his own representative.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

New Orleans Assay Office, January 3 to December 30, 1912

RG104 E-235 Vol 393

,January 3,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following "Forms" have been mailed you today:-

100	copies "Shipment Statement",-	Form	#131B
50	" do do	"	131A
1,000	" "Assay Report on Gold Bullion",-	"	39

Respectfully,

Director of the Mint.

II

RG104 E-235 Vol 393

, Jan. 4, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following "Forms" have been mailed you from this Bureau today:-

25 copies "Monthly Balance" (revised Form #249),- Form #232B
30 " "Deposit sheets for Gold Bullion",- " 1B

These Forms are to go into effect at once; all of the old style Forms are to be discontinued and destroyed.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 5, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your report of absence and efficiency sent to the Bureau on Form 644 for the month of December, I must call your attention to the manner in which it is made out. Under the heading "Time Lost" should be entered only the time lost on account of regular leave during the month; not sick leave, and not leave without pay. Under the column headed "Remarks" should appear whatever "sick leave" has been approved during that month. If a person is on sick leave and the application for such leave has not been approved by the Director, that absence should appear in the column headed "Without pay", and payment for such absence cannot be made until you have received the approval of this Bureau, consequently such lost time would appear on the pay rolls "without pay".

On the December report you carry Michael Toepfer under "Time Lost" 3 days sick, and in the column headed "Remarks" you carry him under "sick leave" 4 days.

Mary Buckley you carry as "3 sick" and under the column "Sick Leave" you extend it to 9 days.

RG104 E-235 Vol 393

From the cards kept in the Bureau made up from your monthly reports I am giving below the absence you have reported for some of the employees during 1911:

Walter B. Abell, Erick Johanson, and F. C. Minor are charged with no time lost during the terms of their employment during the entire year. Please advise me if this is correct, and if it is to be understood that they have been absent for no time on account of regular, or sick leave, or leave without pay. In the case of Mr. Abel this inquiry, of course, does not apply to the time that he was furloughed. The records should show the time lost during regular employment.

W. L. O. Janssen is charged with 25 days "sick leave" and 2 days annual leave. As you understand, the regulations allow during the calendar year 1911, but 10 days sick leave to any employee in the mint service. Before taking up the matter of payment on the rolls for this man I will await your explanation; otherwise, he will have to have a deduction in the payments made to him.

In the monthly report, when you charge an employee with sick leave before that time is charged on the records of the Bureau as "sick leave" an application for absence on account of such sickness must have been filed by the employee, approved by the Director, and returned to you with that approval. It is not recorded that any applications for leave on account of sickness have been received from you, and consequently all of these absences must be charged or transferred to "regular leave" or we shall have to request a disallowance of payments on the rolls.

I am enclosing a copy of the Form "Application for Leave on Account of Sickness" copies of which were sent to you when the other offices were furnished with them.

Respectfully,

Director of the Mint

RG104 E-235 Vol 393

January 6, 1912.

Hon. William M. Lynch,
Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Letters of the Acting Assayer in Charge dated August 8th and September 9th, 1911, relative to shipments 2 and 4 of bullion to the Philadelphia Mint have been called to my attention. Transfer orders have been issued by the Treasurer of the United States upon both of these shipments and no change can be made in these orders. This, however, is immaterial as you have received full credit in your bullion accounts for the actual shipments, and the two, of course, more than offset your payments for the bullion.

This seems to be a suitable occasion to again emphasize the fact that your institution has a very bad record in the Bureau for errors, and that it is imperatively necessary that more attention be given to accuracy in your transactions and in your accounts. I am to-day returning your bullion accounts for the September quarter because of the numerous errors which they contain, and invite your attention particularly to them. I am sure you will agree with me that it is inexcusable for them to be forwarded to the Bureau in this condition. I suggest that you refer to your letter files and go carefully over all of the letters that have been written from this Bureau on this subject

RG104 E-235 Vol 393

during the past year and place them before your chief clerk or bookkeeper, and that you give your personal attention to the accounts until you are satisfied that they are being properly handled.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 6, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to yours of the 14th ultimo transmitting assay samples:- It is noted that there are no granulation samples of bars Nos. 234 and 249. I would thank you to state why granulation samples were not taken on these bars.

Respectfully,

Geo. E. Roberts

Director of the Mint.

FPD.

RG104 E-235 Vol 393

January 9, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Your requisition for funds for the month of January has been approved as follows:-

Salaries ---------- $500.
Wages ---------- 500.
Contingent ------- 200.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

January 10, 1912.

306215

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir;

In your Daily Statement of January 8, you carry gold bullion amounting to $322,148.58. Even taking into consideration the amount of fine gold which you have this amount is entirely too large for you to have and you should have shipped the bullion to New York before it reached this sum.

Your attention is called to Bureau letter of August 14 in which you were requested to "make your shipments more frequently thereby reducing your balances to the minimum amount".

Have you any reason for not making these shipments. If so please advise me.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Jan. 10, 1911.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I wish you would advise me in detail how the bullion in your vaults is guarded after the institution closes at 4.30 p.m.; how your watch force is arranged, detailing the hours the watchmen are employed and what arrangements you make for Sundays and holidays. Where one watchman is charged to your pay roll what are his hours and who relieves him?

Respectfully,

Acting Director of the Mint

K-

S.

RG104 E-235 Vol 393

January 12, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your shipment No. 8, to the Assay Office New York, under date of January 10, 1912, I have to request that you will advise me of the reason for retaining more than half of the bullion you have on hand.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

January 18, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

We are advised by the Geological Survey that if possible they would like to have the information relative to gold and silver usually procured by their agents in person sent to those agents by mail. This request will call for the names and addresses of the depositors, the amounts of deposits, and the location of the mines, if possible, from which the deposits have been derived.

The data is to cover the calendar year 1911.

If you can furnish this information with your present force, and without overtime in your office, I shall be glad to have you cooperate with the Geological Survey to this extent.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Jan. 18, 1912.

Assayer in Charge, U.S. Mint,
New Orleans , La.

Sir:

I return herewith a copy of your shipment invoice No. 8, which was forwarded from your office to the Secretary of the Treasury and referred to this Bureau.

You will please discontinue the mailing of shipment statements to any office other than this Bureau, which should be furnished one copy, and the United States assay office at New York city, to which you make shipments, should also be furnished, promptly, with a good,, clear copy, in order to prevent any delay or doubt as to the figures. When forwarding your quarterly bullion accounts a copy of each shipment should accompany them as vouchers, of which you have been advised heretofore.

Respectfully,

Director of the Mint.

(Enclosure)

January 22, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am returning herewith, for correction, your account current for the December quarter.

Pencil corrections have been made on the account current, which it is thought make the body of the account current correct with the exception that no entries have been made for earnings - melting, parting and refining, alloy and other charges on bullion receipts. All such earnings for the entire quarter should be entered on the credit side of the account current and as no deposits of same have been made they will increase the balance due the United States per the debit side of the account current. These amounts should be entered opposite the proper items and in the proper columns. Please note that each column of the account current must be in balance, the debit with the credit side. The certificate as to balance due the United States, at foot of form, should also be corrected in accordance with the facts.

I am forwarding herewith copy of Treasury Department Circular #52, July 29, 1907, and invite your particular attention to the paragraphs which have been checked on page 2.

Please forward certified list of special assays, supporting entry of $43 on account current.

Voucher #37, December, in favor of Ed. Smith Stencil Works, shows reason for absence of advertising (4d), prices fixed by legislation or by competent regulation. Is this not a mistake - please explain.

Respectfully,

F Director.

(Circular #52 under separate cover)

RG104 E-235 Vol 393

, Jan. 22, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

In compliance with your request of 19th instant, I forward you by mail today the following:-

250 copies "Daily Statement",- Form #250.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Jan. 26, 1912.

Assayer in Charge, U.S. Mint,

New Orleans, La.

Sir:

Referring to your bullion shipment No. 8, to the assay office at New York, I would thank you to advise me of the gross weight and gold and silver fineness of bar No. 310 contained in said shipment.

Respectfully,

Director of the Mint.

307971

RG104 E-235 Vol 393

, Feb'y. 1, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Referring to your shipment No. 8 to the New York assay office, I find that you have erroneously reported the standard weight of gold contained in Bar #310.

In your letter (without date) received today, you report the weight of this Bar after melting, to be 110.20 ounces, which, I presume, was the weight of the Bar before being shipped. This, of course, would affect the value of the gold as well as the total value of the shipment, and you are requested to forward by return mail, a corrected statement of the bullion shipment, in order that a transfer may be made without further delay.

Your attention is also directed to the silver fineness of Bars Nos. 317 and 318, as compared with the fineness reported by the assay office at New York, for which an explanation is requested.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Feb'y. 6, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

No. 30; $6.00; Special assay fees; personal credit to be given in your A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Feb'y. 8, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

No. 44; $3.00; special assays (ore); personal credit to be given in your A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 8, 1912.

Assayer in Charge
U. S. Mint,
New Orleans, La.

Sir:

Your requisition for funds for the month of February has been approved as follows:-

Salaries ----------$1,000.
Wages of Workmen---- 500.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 8, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I am enclosing herewith the application of W. L. C. Janssen for extension of leave on account of illness for a period of six days - January 15 to 20th inclusive, duly approved.

This application was received with the monthly report of absence and efficiency and I beg to request that you forward such applications immediately upon the termination of period covered by the application, and do not hold them until the end of the month.

Respectfully,

Director of the Mint.

Enclosure.

RG104 E-235 Vol 393

February 9, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your letter of the 3rd instant requesting to be supplied with a "Visitors' Register" I would suggest that as coinage operations are no longer carried on in your Institution that you advise visitors there is nothing of particular interest to show them, and furthermore, you are without guides for conducting visitors.

Respectfully,

George Roberts

Director of the Mint.

K.

RG104 E-235 Vol 393

February 9, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Bill of the Revenue Cutter Service for two ensigns furnished your institution in November last, amounting to $19.50, has been referred to the Auditor for settlement, chargeable to appropriation Contingen t Expenses, Mint at New Orleans, 1912.

Respec tfully,

Director.

F

RG104 E-235 Vol 393

, Feb'y. 9, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I send you by mail today the following:-

50 copies "Bullion Shipment statement",- Form #820.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Feb'y. 9, 1913.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I have today requested that a transfer be made from the Bullion Fund of your mint to that of the assay office at New York City of the sum of $154,471.33, the gross value of bullion forwarded by you to the assay office at New York, in shipment #8, Jan'y. 10, 1913. Gain, $68.25.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 17, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your letter of January 4, 1912, relative to an inventory I appreciate that it is a good deal of a task to get this up, but I wish you would put all the help you can on this work and get it to me as early as possible. Where you cannot put the cost of the articles put the date of the purchase and the condition in which they are at present.

I want this as soon as I can get it.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

February 13, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your letter of the 5th instant addressed to the Chief Clerk and Superintendent reporting the arms and ammunition on hand I beg to advise you that this has been referred to me with the request that the responsible party make good the difference between the 12 Colts Army revolvers, 45 cal., charged to you, and the 9 reported by you in your letter of the 5th. The certificate on form No. 30, Semi-annual Return of Ordnance and Ordnance Stores, dated January 1, 1911, is signed by Mr. M. C. Cambon, Acting Superintendent, and carried 12 Colts Army revolvers. I am advised that no report was made on July 1st. You should ascertain how many revolvers and of what calibre, were on hand when you took over the office and if only 9 were there at that time it will be necessary for you to so certify and advise Mr. Suthon that three of these revolvers are missing and must be made good.

RG104 E-235 Vol 393

If, however, you can trace 12 revolvers as being on hand when you took office it will be necessary for you to make good the difference. They cannot, of course, be purchased from any government appropriation.

As stated above the revolvers charged to you are 45 c. Those carried on your list of January 1, 1911, are 38 c. Please look them over again and see where the mistake occurred. In this connection I would suggest that you advise this office of the condition of these firearms and how many you actually need at the present time. The 45 c. are no longer used and we might make application for a modern equipment for your office upon the return of those on hand.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

February 15, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I am in receipt of your letter of the 12th instant stating that you had recalled for temporary duty two furloughed employees, and have so notified the District Secretary of the Civil Service. Will you please advise me as to the necessity of recalling these employees at this time.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

February 16, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am returning herewith, for further correction, your account current for the December, 1911, quarter.

Please note that the balance due the United States per debit side of the Account current is $3805.31, which appears to be correct. You certify at foot of form that the balance due the United States is $1457.82, which figures should be corrected in accordance with the facts, as stated in letter of the Bureau dated January 22, 1912. In this connection, you are informed that the depository statement of the Assistant Treasurer at New Orleans shows a balance to your credit in the Ordinary Expense Account on December 31st of $646.16, while you show $640.98; the difference is accounted for by check #4956, $5.18, which was outstanding on that date and should have been so reported. It is suggested that a copy of this corrected account current be retained for reference in preparing future accounts current.

Respectfully,

F Acting Director.

RG104 E-235 Vol 393

February 16, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to Bureau letter of the 25th ultimo with regard to carrying on your Daily Statement all sums of whatever description which are held by the Cashier, I beg to refer to your Daily Statement of the 13th and the 14th instants which have no entry of any sum received on account of special assays, yet on February 14 you advised on Form 550A that you had deposited in the Sub Treasury at New Orleans (C/D 53) the sum of $3 on account of special ore assay. I should like to again call your attention to the fact that it is necessary to have entered on the Daily Statement all sums in the hands of the Cashier, and to have them charged out when they are deposited in the Treasury, on the same statement. There is ample room in the blank column "Cash Belonging to Ordinary and Other Expense Accounts" for such entries. This $3 was in your hands prior to its deposit in the Treasury on February 14, 1912.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

, Feb'y. 12, 1912

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I have today requested that a transfer be made from the Bullion Fund of your Mint to that of the United States Assay Office at New York City, of the sum of $89,178.35, the gross value of bullion forwarded by you to the Assay Office at New York, in shipment No. 9, Feb'y. 3, 1912. Gain, $17.65.

Respectfully,

Acting Director of the Mint.

E

RG104 E-235 Vol 393

February 19, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I am returning herewith the application of F. O. Minor for extension of leave for a period of three days. The application reads from February 9th to February 14th inclusive. This would amount to six days, counting Sunday, as we are required to do for per annum employees. If Mr. Minor wishes to have but three days of this period of absence covered by sick leave the application should so indicate, and the days enumerated as absent on account of illness should be the only ones mentioned on the application for sick leave. If the balance of the time covered by absence is to be charged to annual leave the number of days so covered should appear upon the monthly report of absence and efficiency.

Respectfully,

Rob Roberts

Director of the Mint.

RG104 E-235 Vol 393

February 19, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I have your letter of the 16th instant enclosing copy of letter addressed by you to Mr. Suthon relative to missing ordnance supplies in the Mint at New Orleans. Please advise me when reply has been received from Mr. Suthon as there is filed in the Bureau a letter from the Chief Clerk with regard to this matter which letter awaits reply until the matter can be satisfactorily adjusted.

Respectfully,

Geo E Roberts

Director of the Mint.

K

RG104 E-235 Vol 393

, Feb'y. 19,1913.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#53; $3.00; Special assay fees; personal credit to be given in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Geo Roberts

Director of the Mint.

RG104 E-235 Vol 393

, Feb'y. 23, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#55; $2.00; Special assay fees; personal credit to be given in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

February 24, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Will you please advise me as to the disposition made of Bill of Lading #20608 covering shipment by you to New York of bullion to the value of $154,403.08? It is required to support bill for the cost of the transportation. The New York office states that they have not received same.

B/L #20609, covering shipment of $89,160.80, was forwarded by you to this office and sent from here to New York.

Bills of Lading should immediately be forwarded to the person who is to receive the shipment, for delivery to the carrier upon completion of the service.

Early reply is requested.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

, Feb. 24, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am enclosing herewith Department Circular No. 11 amending certain rules of the Civil Service Commission relating to removals and reductions. Please have the amended regulations complied with in making changes in your institution.

Respectfully,

Director of the Mint.
K-

(Enclosure)

RG104 E-235 Vol 393

February 26, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I am enclosing herewith, duly approved, the applications of the following named employees of your Mint for extension of leave on account of illness for the periods indicated:-

Casimir Massero, Feb. 16th to 18th, 3 days.

F. C. Minor, Feb. 10th to 13th, 4 days.

Respectfully,

A. V. Tweed

Acting Director of the Mint.

RG104 E-235 Vol 393

February 27, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your letter of the 10th ultimo regarding dip samples on bars 234 and 249: I would direct your attention to my letter of instruction of July 10, 1911, and would thank you to follow these instructions in the future.

With proper care in taking and preparing the granulation samples the danger of contamination from foreign matter is slight.

Respectfully,

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

February 27, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your shipment No. 7 to the Philadelphia Mint:- The samples representing bars in this shipment forwarded by you on December 14, 1911, have been assayed at the San Francisco Mint and at the New York Assay Office. The following tables summarize the reports upon these bars:-

Shipment No. 7, New Orleans
to
Philadelphia.

Gold Reports.

	New Orleans Samples			Philadelphia Samples
Bar	N. O.	S. F.	N. Y.	P.
191	248.5	------	247	247
233	482.5	480.5	481	479
234	761.25	759	756.75	759
235	355	355.5		355.5
236	375.5	376.5		376.5
249	576	581.5	581	580

Silver Report

191	102	110	108	111
233	312	329.5	328	329
234	228	230	230	226
235	422	442.5	440	440
236	409	412.5		410
249	210	218.5	219	212

Unfortunately the Philadelphia samples were not obtainable for comparative assay. In general where there

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was a decided difference between your report and the Philadelphia report on gold the independent reports on your samples support the Philadelphia figures with one exception. On the silver your reports are decidedly lower than the independent reports.

I return herewith the scrap material.

Respectfully,

Acting Director of the Mint.

FPD.

RG104 E-235 Vol 393

March 6, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

You are advised that the November bill of the Postal Telegraph-Cable Co., which has been forwarded to the Auditor for the Treasury Department for settlement, carries a message on business pertaining to your institution, chargeable to the appropriation Contingent Expenses, Mint at New Orleans, 1912, in the sum of 25¢.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

, March 7, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#59; $6.00; Special assay fees; personal credit to be given in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

#70; $3.00; Special assay fees; personal credit to be given in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

In furure please do not forward your C/D's. for assay fees oftener than once a month.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 7, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am forwarding herewith for your preparation and certification as consignor, blank form "Certificate of Shipment", in connection with B/L #20608. Am also enclosing for your information letters of the United States Express Co. dated March 5, 1912, of the New York Assay Office dated Feb. 21, 1912 and of your office dated Feb 29, 1912.

Please prepare and certify the form immediately (see paragraph 11 on back) and forward same with all correspondence to the New York Assay Office for certification as consignee, requesting the New York office to return all papers to this Bureau.

Respectfully,

Geo. E. Roberts

F Director of the Mint.

RG104 E-235 Vol 393

, March 7, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Form #949 is returned to you herewith for correction, as indicated in pencil.

Respectfully,

Director of the Mint.

(Enclosure)

RG104 E-235 Vol 393

, March 8, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Your statement of deposits and purchases, Form #61, for the calendar year 1911 reports the receipt of mutilated and uncurrent United States gold coin containing 1,683.335 standard ounces of bullion equal in value to $31,317.86. On Form #474, covering the same period you have reported the receipt of domestic gold coin of the face value of $14,716.50 and the weight is reported as 1,683.335 standard ounces. There is a discrepancy of $16,601.35 between these two reports and I would be pleased to have you submit corrected statements to this Bureau as early as practicable.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 8, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#26 (2 items); $635.61; assaying & stamping charges; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a miscellaneous receipt.
$46.51; alloy charges; personal credit to be given you in Bullion A/cs., and the amount covered into the Treasury as a miscellaneous receipt.

#27 (3 items); $1,482.95; Parting & Refining charges; $2.42; Bar charge; $180.00; Melting charges; personal credit to be given you in Bullion A/cs., and the amounts covered into the Treasury to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 8, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Your requisition for funds for the month of March has been approved for the following amounts:-

Salaries	$500.00
Wages of Workmen	500.00
Contingent Expenses	300.00

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 9, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Your shipment statement No. 10, made to the Assay Office at New York City the 6th inst., is received but you omitted that portion showing the number and individual weight of bars composing mass melts Nos. 17, 18 and 19, abd I would thank you to forward this information by return mail.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 11, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I have to advise you that the U. S. Civil Service Commission has agreed to an amendment to Circular 18, REGULATIONS GOVERNING APPOINTMENTS TO AND PROMOTIONS AND TRANSFERS IN THE MINTS AND ASSAY OFFICES, approved April 16, 1910, and hereafter the provisions of paragraph 1, Article IV, Furlough and Reemployment, will be extended to all of the offices in the service.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

March 11, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

For the past year we have been eliminating, consolidating, and trying to unify the forms used in our service, and to facilitate the work of the Bureau I have to request that you will forward information covering the forms actually in use in your Office, in the following form:

Form No.	Title of Form.	By whom used.

Respectfully,

Director of the Mint.

K.

RG104 E-235 Vol 393

, March 11, 1912.

Superintendent, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your mint as follows:-

No. 77; $3.00; special assay fees; personal credit to be given in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

In future please do not forward your C/D's. for assay fees oftener than once a month.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 12, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the amount covered into the Treasury to the credit of your institution as follows:-

#84; $3.00; Special assay fees; personal credit to be given in your Accounts and the amount covered into the Treasury as a miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 13, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion Accounts for the quarter ending December 31, 1911 with my approval.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 19,1912

308595.

Assayer in Charge, U. S. Mint,
New Orleans, La.

Sir:

I have your letter of the 11th instant enclosing communication from the National District Telegraph Co. and the letter and enclosure have been referred to the Supervising Architect for action.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

March 20, 1912.

Assayer in Charge, U. S. Mint,
New Orleans, La.

Sir:

In the matter of the Renshaw case I find that a report was made by the Assayer of this Bureau on September 28, 1909, addressed to the Director of the Mint, in which the following appears:

"Referring to the matter of mass melt No. 2 at the New Orleans Mint:- I have made a careful examination of the records on file in the Bureau on the subject and have the honor to report as follows:-

Briefly stated the case is this:- On August 17 the Melter and Refiner reported to the Superintendent that his books showed an apparent gain of 65.092 ounces of standard gold and an apparent loss of 19.30 ounces of standard silver in mass melt No. 2, and on August 21, Mr. H. S. Renshaw filed a claim that there had been a mistake of about $1,100.00 against him in the Mint payment for Deposits 60, 61 and 62."

The case has gone to the Auditor for settlement but I do not find on the records here the original protest from Mr. Renshaw that the amount paid to him was not the amount due. In the above excerpt I find that Dr. Dewey states that "On August 21st Mr. H. S. Renshaw filed a claim that there had been a mistake of about $1,100.00 against him in the Mint payment". Was this protest of Mr. Renshaw's forwarded to this Bureau or have you the original on file in your Mint? If it is not on file do you think you could have a copy of the protest sent here? It is important that we have the original protest showing that within three or four weeks a claim was made. If we cannot obtain the original we must have a certified copy. Please give me all the help you can on this matter for if the original was sent to this Bureau it was mislaid and cannot be found.

Respectfully,

Director of the Mint

K-

S.

RG104 E-235 Vol 393

March 22, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

In reply to your letter of the 19th instant I beg to advise you that Mr. Harry Durr of the Office of the Assistant Treasurer has been designated by the Treasurer to witness the opening of the storage vault for the purpose of obtaining bids for the repair of the inner doors, and also to be present at the final re-sealing of the doors after repairs have been made. Payment for this work will be made from an appropriation under the control of the Architect and the bids obtained by you will be submitted, through this Bureau to that officer.

The work of removing the fallen stack and the repairs incident to the same must be done under the supervision of the Architect, and the bids obtained by you have been forwarded to the Office of the Supervising Architect for consideration and action. The Supervising Architect will be requested to expedite the removal of the fallen stack.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, March 26, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Form has been mailed you today:-
25 copies "Statement of Bullion Shipment",- Form #820,
This Form has been revised and you are instructed to use it as part of the Bullion Accounts each quarter. The old style Form should be destroyed.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

March 29, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

In looking over the settlement papers of July 3rd, 1911, I find that there were on hand the following sweeps:-

	Assayer's.		
4 bbls.	Gross Weight	1,420 lbs.	av.
	Approximate tare	80 "	"
	Net weight	1,340 "	"
	Deposit Melting Room		
43 Boxes	Gross Weight	1,965 "	"
	Approximate tare	516 "	"
	Net weight	1,449 "	"
	Refinery(M. & R. Sweeps).		
12 Boxes	Gross Weight	475 lbs.	av.
	Approximate tare	144 "	"
		331 "	"

Do you not think we should get rid of this material by transferring it to Philadelphia by freight. Please advise me whether it is in condition for transfer by freight and instructions will be forwarded to you.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

April 1, 1912.

Assayer in Charge,
U.S. Mint,
New Orleans, La.

Sir:

I beg to acknowledge the receipt of a copy of letter from Mr. Renshaw, dated August 21, 1909, advising of an error in payment of his deposit; a statement made by the Mint September 3, 1909, giving a report of the deposit in which the error appears, and a press copy of letter addressed to the Acting Director of the Mint, dated September 3, 1909, bearing upon this case.

Please accept my thanks for these copies.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

April 2, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Mr. Francis O. Minor, Chief Clerk of your Mint is at present under a bond of $20,000. This bond was given by Mr. Minor as Cashier of the Mint, and it would appear that the amount is excessive under present conditions in your institution. Before arranging for the renewal of this bond will you please advise me of your wishes in regard to the amount of bond you deem it advisable to require of Mr. Minor as chief clerk.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 5, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

In reply to your letter of the 2nd instant relative to sweeps you have on hand I beg to advise you that the Quartermaster U. S. Army will be requested by this Bureau to receive from you the sweeps when properly packed and ship them to the Mint at Philadelphia. Please notify the Quartermaster when the sweeps are ready for shipment.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

, April 5, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#106; $10.00; Special assay fees; personal credit in Accounts; miscellaneous receipt.

#107; $488.65; Assaying and Stamping charges; $32.81; Alloy charges; personal credit in Bullion A/cs.; miscellaneous receipt.

#108; $1,295.99; Parting and Refining charges; $2.20; Fine Bar charges; $184.00; Melting charges; personal credit in Bullion A/cs.; to the credit of appropriation for Parting and Refining Bullion.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 8,1912

Assayer in Charge, U. S. Assay Office,
New Orleans, Louisiana.

Sir:

Replying to your request for authority to purchase for use of the Mint, two lawn mowers, two scythes and two sickles, I beg to say that if it is possible I wish you would defer the purchase of these articles until the appropriation bill has passed the House.

Respectfully,

Director of the Mint.

K

RG104 E-235 Vol 393

April 9, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Your requisition for funds for the month of April has been approved for the following amounts:

Salaries - - - - - - - - - $800

Wages of Workmen - - - - - 600

Contingent Expenses - - 400

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

April 9, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I beg to acknowledge the receipt of your letter of the 4th instant relative to the amount of bond of Mr. Frank O. Minor, cashier of your institution. The Division of Surety Bonds, Treasury Department, has had its attention called to the fact that Mr. Minor executed a bond last July in the sum of $10,000 and the records of that office have been completed to that effect.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

April 12, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your letter of the 10th instant relative to the purchase of lawn mowers, etc., for the reason stated therein you are hereby authorized to procure bids for supplying your office with the following articles:-

Two lawn mowers.
Two scythes.
Two sickles.

Payment for the above articles will be made from your appropriation for Contingent Expenses, 1912.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

April 13, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I am advised by a letter addressed to the Secretary of the Treasury from the Assistant Treasurer at New Orleans that you have lent a Troemner balance to the Sub-Treasury and the Assistant Treasurer requests that this balance be given to them inasmuch as you have no further use for it.

I am not able to determine from your Inventory which balance you have lent to the Sub-Treasury and before taking action in the matter I have to request that you will advise me of the date of the purchase of the balance and the price paid for it, and any other detailed information regarding the same.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, April 23, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I return herewith Warrant #500, to have the amount of check inserted in the certificate.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, April 24, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion Accounts for the quarter ending March 31, 1912, with my approval.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, April 29, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 11, bullion forwarded by you to the Assay Office at New York City, April 2, 1912, has been examined and the gross value found to be $113,283.61. For this amount a transfer has been requested from the bullion fund of your Mint to that of the Assay Office at New York. Gain, $1.10.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 30, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

This office is in receipt, by reference from the Secretary of the Treasury, of a letter from the Assistant Treasurer of the United States at New Orleans requesting the transfer from the Mint of ten trucks which are no longer in use, free of charge. You are authorized to turn these trucks over to the Assistant Treasurer and also the balance already lent to that officer.

Please be particular to charge these articles off from your inventory and state the price or value of the same and make a note of the disposition of each article.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

April 26, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Referring to voucher #49 pertaining to your February disbursing accounts, in favor of Darsam Bros. Coal Co. - this voucher carries as reason for absence of advertising 4d, or rates fixed by legislation or competent regulation; and form of agreement as "by telephone to 4 dealers"; this would seem to indicate purchase under section 2, or after advertising by telephone to 4 dealers, and form of agreement as verbal, or section "C". Please advise me as to this in order that voucher may be made consistent before sending to Auditor.

I am returning for your files, memo. copies of wages vouchers in favor of A. Paul and D. D. Wethers.

There appears to be an error in your Wages account on the account current. An adjustment on the November 30th payroll and December abstract on account of the salary of the charwoman increased the expenditures by 29¢, making total for said payroll $266.08 instead of $267.79. This gave a December 31st account current balance under the Wages appropriation $631.96, while you have shown a balance on hand January 1st (March account current) of $632.25. If the 29¢ was paid to Mary Buckley at the time the adjustment was made it would seem that the balance you have declared due the United States on January 1st and March 31st is 29¢ in excess of what it should be. Please let me hear from you in regard to this at an early date.

Kindly inform Mr. Minor that his note regarding manner of handling receipts from special assays was not discovered until the accounts were examined today, and that such receipts should be handled through the ordinary expense accounts. Am sorry the delay occurred.

Respectfully,

RG104 E-235 Vol 393

May 6, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

For some time the mints have been keeping a cost report and forwarding the same to the Bureau each month, the aggregate for each month meeting the total expenditures on the annual tabulated statement.

Up to this time it was not though desirable to introduce this system in the minor assay offices, but under instructions from the Secretary of the Treasury there is to be a new accounting system installed beginning July 1, 1912, and a new ledger will be made up for each office with supporting books. I am enclosing a copy of the ledger sheet with certain eliminations which would appear unnecessary for your work. The Appropriation Ledger will be a uniform Ledger for all of the Mint Service and it is to be kept so that any person officially designated can arrive at the balances at any time. If you wish to have the Ledger for your Office carry unit lines this can be done; some accountants prefer not to have unit line ruling, - only the line for hundred dollars, cents, etc. Please advise me as to this.

Form 25. Appropriation Ledger. This form will cover transactions under Contingent Expenses. The column under "Advances" will be clear to you from the heading. The column under "Unencumbered Balance" is, of course, clear. Under "Encumbrances" should be entered any amounts that you have authorized or that have been authorized by the Bureau for

RG104 E-235 Vol 393

Form 13. Register of Purchase Orders. I have added in the first column without heading "Date of Order" and in the next column "Receipt". This register, of course, is for all orders and must be kept up with accuracy.

Form 42. This is to be used for annual contracts or for contracts under special specifications.

When requesting prices for small supplies not under contract we will retain our present system of addressing circular letters to dealers.

Form 1. The appropriation symbol will be forwarded to you later. "Department Account" will signify the particular department in your institution for which the order is given. This requisition is made out by any department head requiring supplies on the storekeeper or on the clerk in charge of stores. This should be made in duplicate, the requisitioner retaining one copy. If the supplies requisitioned on Form 1 are in stock the storekeeper stamps with a rubber stamp the word "Delivered" placing also the date and his initials and returns it to the requisitioner with the articles. The requisitioner acknowledges the receipt of the supplies by stamping the word "Received" together with his initials and returns the form to the storekeeper who enters under "Department Account" the particular department for which the goods are ordered. If the requisition carries more than one article and when certain articles are not in store he enters opposite the articles on hand "Delivered, etc." and the form goes through the same procedure up to its return to the storekeeper. The storekeeper then marks "Not on hand" opposite the articles not in stores and sends the requisition to the Superintendent who is only one, of course, who can issue an outside order. When the order for this is given it is marked "Ordered" and returned to the storekeeper from whom it is sent to the cost report man, bookkeeper, etc.

RG104 E-235 Vol 393

payment from advances made to you from this appropriation. When this appropriation is paid it goes under "Voucher Amounts", first column, "Liquidating Encumbrances". If during the month you have paid out any amount which has not been set up as an encumbrance it will be carried under "Voucher Amounts", headed "Miscellaneous". The sum total of the two columns under "Voucher Amounts" deducted from the sum advanced is carried in the column under "Unexpended Balance". The column for "Adjustment" is intended to adjust the differences between the encumbrances carried and the amount paid under such encumbrance if it should not be the same. In other words, - if you should order 20 crucibles and carry $15 as an encumbrance for those ordered and only $10 worth of crucibles were forwarded to you, $5 would be carried in "Deduct" in the "Adjustment" column. Of course the column for unencumbered balances is self-explanatory.

We shall also carry in this ledger a column for "Appropriation Credits" to cover any possible earnings to this appropriation. You will also carry under "Auditor's Settlements" any bills paid at the Department.

Form 19. Register of Payrolls and Payvouchers. This form carries the information desired under Salaries and Wages and I think it advisable to use one book for this in our service; one page for salaries and one page for wages.

Form 17a. "Register of Vouchers". Under the word "Contract" it is intended to carry only special contracts made upon specifications. Our annual contracts are, in the language of the Committee "unit price contracts" and will come in under "Order". Under "Miscellaneous" please enter all vouchers for which any prior encumbrance has not been set up. I think the other columns of this Register will be clear to you.

RG104 E-235 Vol 393

Forms 3, 3a, 3b. Similar forms. Superintendent's copy, Vendor's copy, and Storekeeper's copy. These are self-expalantory. When sending Vendor's copy, Form 3, to the dealer, please attach Form 4 which the dealer should make up and deliver with the articles to the Storekeeper.

Form 5. The only definite change in this voucher is that there is a detachable slip which is to be transmitted with the check in payment.

To meet this system of accounting it will be necessary for you to have a tabulated statement made up of expenditures for your office for each month, and you are instructed to have one made for the month of May and the month of June, classified according to requirements of Department Circular 36. Please take particular notice that you are not to report actual payments for supplies for the month on this tabulated statement, but give as close a calculation as practicable of supplies actually used during the month. These reports for each month must be so calculated that the total for the twelve months will correspond with your actual expenditures for that period after the difference between your inventories for the beginning of the year and the end of the year is taken into account. It is, of course, very important that you take a careful inventory of all supplies on hand July 1st. It is desirable to have preliminary reports for the months of May and June before starting the system on July 1st.

At this writing it is uncertain whether the assay offices will be continued beyond the close of the current fiscal year, but as we are required to start this accounting system throughout the service on July 1st next it is necessary to proceed with arrangements upon the supposition that all the offices will be continued.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 8, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I beg to advise you that your requisition for funds for the month of May has been approved as follows:-

Salaries --------$500.00
Wages of Workmen 500.00.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 10, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

With reference to the last paragraph of your letter of the 7th instant, it is requested that a corrected account current be rendered for the March quarter, showing in the Wages column a balance due the U. S. on January 1st of $631.96 instead of $632.25, and a balance on March 31st of $373.34 instead of $373.63; also have your books corrected in accordance with these figures in such manner that the June account current will not show an erroneous balance as of April 1st.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

, May 15, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 12, bullion forwarded by you to the U.S. Assay Office at New York, April 18, 1912, has been examined and the gross value found to be $75,838.60. For this amount a transfer has been requested from the bullion fund of your Mint to that of the U.S. Assay Office at New York.

Loss, $36.43.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

May 21, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am returning herewith voucher #64 pertaining to your April disbursing accounts, it being certified by C. A. Andrews individually and not in the name of the company. Please have correction made and the voucher returned. It is noted that notwithstanding there were bids requested from three dealers, indication is made of purchase under "D", which seems to indicate that as prices are fixed by legislation or competent regulation, competion was impracticable. Please have the contradiction corrected.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

May 25, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am forwarding herewith bill of W. J. Crawford for hauling sweeps in Philadelphia on May 3, 1912, amounting to $5.25. It is understood that the shipment originated at your institution, therefore the bill is payable from your current contingent appropriation.

On the 10th instant I requested a corrected account current for the March quarter, which has not yet reached this office, although on the 11th instant there was received what purported to be a corrected account current for the December quarter. This latter is incorrect, as will be seen by reference to my letter of April 26th. Please forward immediately corrected account current for the March quarter, as requested on the 10th instant.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

, May 28, 1912.

Assayer & Melter, U.S. Mint,
New Orleans, La.

Sir:

As requested in your letter of the 24th instant, I am forwarding you by today's mail the following:-

100 copies "Voucher for Purchase",- Form No. 939 A

Which you will please use pending the revision of Form #939 B.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, June 5, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your institution as follows:-

#182; $12.00; Special assay fees; personal credit in your Accounts; miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 4, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I enclose herewith some amendments to the regulations, to take effect July 1st, after which you will discontinue sending a copy of the shipping invoice (Form #131) to the office receiving your redeposits.

The receiving offices have been instructed that where they find it necessary to melt a redeposit a second time in order to get satisfactory assays they shall make a special report to the Bureau and forward all their samples here, where the case will be investigated.

Respectfully,

Director of the Mint.

(Enclosure)

RG104 E-235 Vol 393

June 10, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Your requisition for funds for the month of June has been approved in the following amounts:-

Salaries ---------- $70.83
Wages of Workmen ----254.98

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 12, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 13, bullion forwarded by you to the U.S. Assay Office at New York, May 29, 1912, has been examined and the gross value found to be $105,473.86. For this amount a transfer has been requested from the bullion fund of your Mint to that of the Assay Office at New York. Gain $81.40.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

June 17, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I have this day requested that the following amounts be advanced to you from the appropriations for your Mint for the fiscal year 1912:-

Salaries	$329.17	
Wages of Workmen	288.09	$617.26

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 17,1912

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Replying to your letter of June 14th,1912, with regard to refund of $14.75 by check drawn on the Canal-Louisiana Bank and Trust Co. on account of refunded Meter rental, in which you state that you find no record of any deposit having been made as claimed, I beg to call your attention to check signed by E. W. Cenery on June 8,1909 for payment of "water meter" on voucher No.298, check numbered 9215 for $20. This should appear on your ledger for the month of June, 1909 as a payment against your appropriation for Contingent Expenses, 1909. The check for $14.75 (No.3587) is returned herewith for deposit of this amount to the credit of the appropriation for "Contingent Expenses, Mint at New Orleans, 1909" by C/D.

Respectfully,

Geo E Roberts

Director of the Mint.

K.

(Enclosure)

RG104 E-235 Vol 393

June 18, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 14, bullion forwarded by you to the U.S. Assay Office at New York, June 7, 1912, has been examined and the gross value found to be $95,453.82. For this amount a transfer has been requested from the bullion fund of your Mint to that of the Assay Office at New York. Gain $83.19.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, June 18, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Forms have been mailed to you today:-

		Form No.
500	copies "Certificate of Gold Deposit",-	4 B
500	" "Gold Bullion Deposited",———	39 B
1000	" "Memorandum of Gold Bullion",——	42

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 21, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I beg to acknowledge the receipt of your letter of the 18th instant stating that the repairs to the doors of the cashier's vault have been completed and that the seal has been replaced upon the same. Are the doors on the other vaults in your Mint in good condition?

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

June 2 1, 1912.

Assayer in Charge,
U. S? Mint,

New Orleans, La.

Sir:

On and after June 22nd please pay for silver contained in gold deposits at the rate of 55 cents per ounce standard.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, July 2, 1912.

Assayer in Charge, U.S. Mint,

New Orleans, La.

Sir:

The new accounting forms for use in your institution will be forwarded as rapidly as they are received from the printer. I am forwarding under separate cover 100 copies each, of the following forms to be put into immediate use, discontinuing the old forms:

#987 - Purchase or Stores Requisition
#988 - Purchase Order, Vendor's Copy
#988a do Receiving Clerk's Copy
#988b do Office Copy
Also 2 copies form 996-Classification Objects of Expenditure.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

, July 3, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificate of Deposit has been received and the proceeds covered into the Treasury to the credit of your Office as follows:-

#210; $2.00; Special assay fees; personal credit to be given in Accounts; miscellaneous receipt.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, July 6, 1912.

Assayer in Charge, U.S. Mint,
New Orleans , La.

Sir:

I am forwarding to you by mail today the following:-

			Form No.
100	Copies	"Delivery Invoice",	991
100	"	"Proposal",	712
25	"	"Deposits and Purchases (Revised),	61

Respectfully,

Geo E Roberts

Director of the Mint.

H

RG104 E-235 Vol 393

, July 8, 1912.

Assayer in Charge, U.S. Mint,

New Orleans, La.

Sir:

I am forwarding to you by mail today the following:-

Form No.
250

250 Copies "Daily Statement",----------

Respectfully,

Director of the Mint,

RG104 E-235 Vol 393

July 10, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Your requisition for funds for the month of July has been approved as follows:-

Salaries	$850.00
Wages of Workmen	625.00
Contingent Expenses	200.00

The amounts requested by you have been reduced for the reason that the Joint Resolution providing funds for this month allow the use of but 1/12 of the yearly appropriations.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

July 11, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

With reference to certificate of deposit #222 of June 29, 1912 for 36¢ on account of "wages .07 and supplies .29", it is requested that complete explanation be forwarded as to the source of this 29¢ deposited to the credit of "supplies". In this connection it is noted that the amount is the same as that mentioned in my letters to you dated April 26, 1912 and May 10, 1912, and yours of May 7, 1912, concerning a difference in the Wages account occasioned by your method of paying the salary of Mary Buckley. Quoting from your letter of May 7th - "I am informed by the bookkeeper that the amount was paid, but two entries made."

Early reply is requested.

Respectfully,

Geo E Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

, July 16, 1913.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Forms, etc., have been mailed to you today:-

			Form No.
50	Copies	"Schedule of Pay Roll",	53
75	"	"Public Voucher",	939
50	"	"Register of Purchase Orders",	992
25	"	"Register of Pay Rolls",	994
25	"	"Schedule of Revenues",	997
30	"	"Appropriation Ledger",	995
50	"	"Register of Vouchers",	993
		One Kalamazoo Binder, 14 X 17.	

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

July 18, 1912.

Assayer in Charge, U. S. Assay Office,

New Orleans, La.

Sir:

Your letter of July 15th explaining certificate of deposit #222 for 36¢ is received.

I am forwarding herewith copy of a letter this day addressed to the Secretary of the Treasury, and when you have received notice that the requested correction has been made, you are directed to pay the 29¢ in question to Mary Buckley, as it is very evident that payment was not made at the time correction was made on roll and abstract, otherwise the surplus in your Wages funds would not have occurred. The amount should not again appear on your pay roll or in your accounts in any way as you have received credit for the disbursement in your December accounts.

Please refer to the correspondence in this case, particularly my letter of April 26th, and the vouchers mentioned therein; also advise me when payment has been made.

You will be advised later regarding a corrected account current for the June quarter.

Respectfully,

RG104 E-235 Vol 393

July 25, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Bill of the Philadelphia & Gulf Steamship Co. for transportation of sweeps from your institution to Philadelphia in April last, amounting to $48.50, has been referred to the Auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

July 25, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

The proceeds of certificate of deposit #220, dated June 29, 1912, have been covered into the Treasury as follows:

Assaying & Stamping Charges - - - -	$431.18
Alloy Charges - - - - - - - - - - - -	30.54
D. M. Room Drains - - - - - - - - - -	184.07
Gain on Shipments - - - - - - - - - -	173.65
Total - - - - -	$819.44

to the credit of Miscellaneous Receipts.

Certificate of Deposit #221 -

Parting & Refining Charges - - - - -	$1051.40
do - - - - -	2.64
Melting Charges - - - - - - - - - - -	136.00
Bar Charges - - - - - - - - - - - - -	2.08
Total - - - - -	$1192.12

to the credit of the fund for Parting & Refining Bullion.

In future please detail the items on form 550A. The term "balance" conveys no information.

Respectfully,

A. U. Keen

Acting Director of the Mint.

RG104 E-235 Vol 393

July 29, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Replying to your letter of the 26th instant in which you state that the Whitney National Bank desires to purchase one of your Adjusters' balances, I beg to say that inasmuch as we have no further use for these balances there can be no objection to your making sale of the same to the Whitney National Bank. I will leave the price to you. The proceeds should be deposited in the Treasury on C/D as a miscellaneous receipt.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

July 21, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Please advise me of the arrangements you have made as to the custody of your building on Sundays and holidays. You have four watchmen and it is presumed that two are on a shift every day, including Sundays and holidays, from 4 p.m. until 12 o'clock and from 12 o'clock midnight until 8 a.m., but what provision do you make for the time between 8 a.m. and 4 p.m. on Sundays and holidays? Is it correct that Mr. Gates is called upon to do this service in addition to his regular work, and do you allow him time off from his regular work to compensate him for this extra work. Is Mr. Gates called upon to do watch work every Sunday and holiday or does Mr. Abel share the duty with him?

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

March 26, 1912

305313

Assayer in Charge, U. S. Mint,
New Orleans, Louisiana.

Sir:

I have your letter of the 23rd instant enclosing letter received from H. S. RENSHAW dated August 21st, 1909, claiming a shortage of $1100 on gold deposit Nos. 60- 61- and 62, and thank you for your prompt attention to this matter. I find that on September 3, 1909 the Superintendent of the Mint, Mr. Suthon, sent a letter to the Director of the Mint in which the following appears:-

> "There is undoubtedly a surplus of 59.873 ozs. of gold in mass melt No.2. There is every reason to believe that this surplus arose from an unaccountable error, evidently in the Assay Department, in the transposition of chips in the RENSHAW deposits Nos. 60 and 62, and that the surplus belongs to Mr. Renshaw."

While we have copies of excerpts of this letter, the original letter appears to have been mislaid or lost in the files and the Auditor states that he will accept in lieu of this original the press copy from your files. Will you please have that forwarded. When that is received I think we shall be able to get a settlement on this claim.

Respectfully,

Director of the Mint.
K

RG104 E-235 Vol 393

, March 27, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I have today requested that a transfer be made from the bullion fund of your Mint to that of the United States Assay Office at New York City of the sum of $139,803.60, the gross value of bullion forwarded by you to the Assay Office at New York, in shipment #10, March 6, 1912. Gain, $108.95.

Your attention is directed to the reported gain of $108.95 in the above shipment, as the memorandum issued by the New York Assay Office shows a gain of 6.399 standard ounces in gold and 21.04 std. ozs. in silver. An explanation is requested as to why there should be such a great difference in the assay of silver bars Nos. 428, 429 and 437.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

August 2, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

You are informed that the Supt. of the Philadelphia Mint has deposited to your credit by C/D #344 dated July 31, 1912, $1,488.74, value of gold and silver recovered from D. M. Room sweeps, bbls. #1-13 shipped from your institution. This amount has been covered into the Treasury to your personal credit and to the credit of Miscellaneous Receipts.

The above amount should be taken up in your gold coin account and profit & loss account and should also be shown both as a receipt and deposit in your ordinary accounts, in the Miscellaneous Revenues column of the account current.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Aug. 3, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am forwarding herewith for your files, duplicates of two bills which have been forwarded to the Auditor for settlement, chargeable to your contingent appropriation for the fiscal year 1912

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

August 3, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Congress having passed a joint resolution providing for the further extension of the 1912 appropriations to cover the half month ending August 15, 1912, the following amounts have been advanced to you:-

Salaries ----------	$425.
Wages of Workmen -------	312.50
Contingent Expenses ----	100.00

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

Aug. 5, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

The following forms have been mailed to your address this day:

25 copies- Daily Stock Disbursement, Form 8820

25 " " " " " 8820a

Respectfully,

Acting Director of the Mint

RG104 E-235 Vol 393

August 7, 1912.

309945

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I have your letter of the 3rd instant with regard to additional service on Sundays and holidays for Mr. Gates and Mr. Abel. Your night service is covered by your four watchmen with two on a shift, but your day service from 8 to 4 on Sundays and holidays as I understand it is covered by Gates and Abel doing this work on every other Sunday, and two melters doing the work alternate Sundays. If Mr. Gates and Mr. Abel were to be paid $900 per annum for service 365 days in the year would they be satisfied to work every Sunday and every holiday on the watch, thereby relieving the melters from extra duty. I think our Wages appropriation could stand this, and if these men do additional work I think they should be paid for it. If at any time Mr. Gates or Mr. Abel were ill or on leave over a Sunday or holiday you could have one of the night watchmen put on for that day and have that night watchman's time

RG104 E-235 Vol 393

made up by having either Gates or Abel serve on his shift some time between to even up. What do you think of this plan? If it is agreeable all around please submit such a recommendation formally and I will see what action can be taken.

Respectfully,

W. W. Cooper

Acting Director of the Mint.

RG104 E-235 Vol 393

Aug. 9, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Please forward abstract of receipts from special assays to support entry in your account current for the quarter ending June 30, 1912. Our records do not show receipt of this voucher. Similar voucher should be forwarded regularly each month.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

August 9, 1912.

309966

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I beg to acknowledge the receipt of your letter of the 7th instant stating that you desired to have Mr. Leonard Magruder act as Assayer in Charge in your absence, and the same is approved.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 10, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am forwarding herewith for correction, your ordinary expense account current for the June quarter.

Please make the changes indicated in pencil, with any necessary correction of totals. This copy may be retained for your future reference and a new copy returned to the Bureau at an early date.

The balance of $396.75, Revenues, remaining in your hands on June 30th should be immediately deposited in the Treasury unless you have had losses on shipments since that date to partially offset same, in which case the difference should be deposited.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

, August 13, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Please forward to this Bureau as early as practicable,-

Statement of Deposits and Purchases,-	Form #	61
" " Deposits of Foreign Coin and Bullion,-	"	637
" " Deposits and Purchases of U.S. Coin,-	"	474

covering the six months ended June 30, 1912.

In future please forward the above-mentioned Forms for the six months ending June 30 and December 31 of each year, and also for each fiscal and calendar year.

Respectfully,

E. E. Norris

Director of the Mint.

RG104 E-235 Vol 393

, August 14, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am forwarding to you by mail today the following:-

50 copies "Schedule of Encumbrances",- Form No. 998

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 17, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Your corrected account current for the June quarter is received.

It appears to be correct with the exception that the balance due the United States, $396.75, does not appear in the certificate at the foot. Please advise me as to this in order that correction may be made before the account current is sent to the Auditor.

Please forward your July 1st inventory at an early date.

Respectfully,

F Director of the Mint.

RG104 E-235 Vol 393

August 19, 1912

309945.

Assayer in Charge, U. S. Mint,
New Orleans, Louisiana.

Sir:

The recommendation in your letter of the tenth instant for the increase in the compensation of the following employes from $800 to $900 per annum is approved to take effect from September 1st, 1912:

Walter B. Abel, Helper.
Fred Gates, Messenger.

It is understood that these men shall serve on the watch force from 8 a. m. until 4.p.m. on Sundays and holidays in addition to the duties coming under their designation.

Respectfully,

Acting Director.

RG104 E-235 Vol 393

Aug. 22, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

In reply to yours of the 14th inst. respecting the non-receipt of requisition forms for stationery, I would state that no request has been received from your office as instructed in the circular letter of the Secretary of the Treasury, dated July 1st, copy of which is enclosed herewith.

I am enclosing herewith

5 copies- Form 2168
10 " " 2163

on which please indicate the supplies desired.

Sample envelopes should be forwarded for use of the Printer as well as sample sheet for "Register of Warrants". See Art. 27, of the Instructions and Regulations.

Respectfully,

Director of the Mint

s.

E
B10.10.8

RG104 E-235 Vol 393

Aug. 21, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Memorandum of Shipment No. 1, bullion forwarded by you to the U. S. Assay Office at New York, August 9, 1912, has been examined and the gross value found to be $98,073.97. For this amount a transfer has been requested from the bullion fund of your mint to the assay office at New York. Gain $48.61.

Respectfully,

Director of the Mint.

s.

3/5023

RG104 E-235 Vol 393

August 24, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I am enclosing herewith a copy of the appropriation bill as it passed on August 23, 1912, and beg to call your attention to the following:-

Section 7, page 148, prohibits the payment for telephone service in private residences from public funds and should you at present be employing any part of your appropriation for such service please discontinue the payment from and after the date of the passage of the act.

Three clerks at $1200 are carried in this bill but we will not increase the force because of that. Congress undoubtedly, in rearranging for the assay offices copied last years estimates.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 29, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am forwarding herewith for payment from your current contingent appropriation, bill of the Cudahy Packing Co. amounting to $15.60, for soap powder and soap polish furnished you the 19th inst.

Respectfully,

Director of the Mint.

F

(Enclosure)

RG104 E-235 Vol 393

, August 30,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am enclosing herewith a list of interrogatories covering records concerning archives of federal offices outside of Washington, and beg to request that you will forward to this Bureau as promptly as possible the replies to the same for transmission to the Secretary of the Treasury.

This information is desired in order to comply with an Executive Order that the Librarian of Congress shall compile such data.

Respectfully,

Geo. E. Roberts

Director of the Mint.

(Enclosure).

RG104 E-235 Vol 393

, August 30,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am forwarding to you by today's mail the following Forms as requested in your letter of the 28th inst.:-

50 copies "Pay Rolls",- Form #938.

The United States Treasurer has been requested to furnish you with a supply of "Statement of Condition of Bullion Fund",- Form #5693 B.

Respectfully,

Geo Roberts

Director of the Mint.

RG104 E-235 Vol 393

August 30, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

The following amounts have been forwarded to you for expenses for the latter half of the month of August:

Salaries ----------	$425.00
Wages of Workmen ----------	312.50
Contingent Expenses ---------	100.00

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Aug. 31, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, Louisiana.

Sir:

I am in receipt of your inventory of supplies on hand July 1, 1912.

In regard to the inventory of furniture, fixtures, tools, etc., on hand July 1, 1912, it is suggested that as there were doubtless but few changes in the inventory for the year previous, you forward a list of the additions, the articles disposed of and a list of the articles that have been purchased from other appropriations than those administered by the Mint Service.

The above lists can be used in connection with the old inventory, but next year a complete new inventory will be expected.

Respectfully,

F

Acting Director of the Mint.

RG104 E-235 Vol 393

Sept. 4, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am forwarding to you by mail today the following:-

50 copies "Notification of Forwarding C/Ds. to Secretary",	Form No. 550.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 4, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Please forward as early as practicable, your report covering the operations of your Mint for the fiscal year ended June 30, 1912.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Sept. 4, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am sending you under another cover a supply of forms on which it is requested that you insert the information relative to the personnel of your office that is desired. We wish this information for the purpose of checking the Bureau records before furnishing the Division of Appointments with duplicate records of the personnel of our various institutions in accordance with instructions from the Secretary of the Treasury.

Respectfully,

Geo. E. Roberts

Director of the Mint

S-

RG104 E-235 Vol 393

Sept. 5, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am forwarding herewith for correction and return, your schedule of encumbrances for the month of July.

Please refer to circular letter of Aug. 10th last, which directed that encumbrances be set up for all transactions affecting the 1913 Contingent appropriation. All expenses for the month of July, whether paid or not, should be entered in your ledger (encumbrance column) as of the month of July and be included in your Schedule of Encumbrances for that month. For July you are now probably aware of the actual expenses and can set same up as encumbrances, thus avoiding "adjustments". For subsequent months estimated amounts will have to be set up for such items as gas, ice, etc., which will necessitate "adjustments" when the bills are paid, to bring the encumbrances into agreement with the amounts paid.

Letter of Aug. 10th also requests that the amount of pay rolls for last half of month be noted on the Schedule of Encumbrances.

RG104 E-235 Vol 393

Careful reading of all the directions given you in connection with the new accounting forms should give you a working idea of their intent and purpose; however, if after giving them your close attention they are still not clear to you, please write me on the points which need further explanation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

Sept. 9, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Your requisition for funds for the month of September has been approved in the following sums:

Salaries - - - - - - - - - - $500

Wages of Workmen - - - - - 500

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

, Sept. 7, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following amended Abstract sheets have been mailed to your Mint today:-

		Form No.
50 copies	"Deposit Sheets, Gold Bullion",----------	1
25 "	"Deposit Sheets, Silver Bullion",-------	2

To go into effect October 1, 1912. The stock of old Forms Nos. 1 and 2 are to be destroyed.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 11, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Forms have been mailed to your Mint today:-

	Form No.
25 copies "Daily Stock Disbursement",---------	8820
25 " "Daily Stock Disbursement",---------	8820 A

These Forms are to take the place of the supply shipped to you August 5th, which you will please destroy as they were incorrectly "punched".

Respectfully,

M. W. Keen

Acting Director of the Mint.

RG104 E-235 Vol 393

, Sept. 11, 1912

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

The following Certificates of Deposit have been received and the proceeds covered into the Treasury to the credit of your Mint as follows:-

No. 295; $267.49; Value of D.M. Room grain and sweep bars; credit in Bullion A/cs.; miscellaneous receipt.
No. 295; $129.26; Gain on bullion shipments; credit in Bullion A/cs.; miscellaneous receipt.
No. 322; $7.00; Special assay fees; credit in Accounts; miscellaneous receipt.
No. 344; $1,488.74; Gross value of gold & silver in New Orleans Mint D.M. Room sweeps grain bar recovered from bbls. Nos. 1-13 (N.O. numbers), at U.S. Mint at Philadelphia.

Respectfully,

N.V. Leech

Acting Director of the Mint.

RG104 E-235 Vol 393

, Sept. 11, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

You are hereby instructed to prepare and forward to this Bureau at the end of each quarter and fiscal and calendar years, commencing with the quarter ending September 30, 1912, the following:-

	Form No.
"Deposits and Purchases",	61
" " " " Uncurrent U.S. Coin",	474
" " " " Foreign Bullion and Coin",	637

The figures thereon reporting the standard weight and value of gold and the standard weight of silver are to agree with the figures contained in your bullion a/cs.

The value of silver on the above Forms is to be calculated at the subsidiary silver rate ($1.24416796+) per standard ounce, up to and including September 30, 1912. On and after October 1, 1912, the figures will be reported in fine ounces and silver calculated at $1.38240884 per fine ounce.

On Form No. 61 the number of deposits and redeposits of gold and silver should be reported separately.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

,September 19,1912

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am enclosing herewith a blank form of classification of expenditures, together with a copy of Circular 25 of the President's Economy and Efficiency Committee giving instructions to be followed in the preparation of analyses of estimates and expenditures, and wish you would have the same filled out as closely as possible, approximating the totals where you cannot give them exactly. Please be careful to make the grand total equal the actual expenditures for the year. For the fiscal year 1914 insert the information required in such a manner as to make the total equal your estimates for 1914. Please forward this statement in pencil.

Respectfully,

Director of the Mint.

(Enclosures)

RG104 E-235 Vol 393

Sept. 21, 1912.

Assayer in Charge, U. S. Mint,
New Orleans, La.

Sir:

In order that there may be uniformity in the handling of the disbursing accounts on the new accounting forms I am forwarding to each of the offices an illustrated ledger sheet with explanation of the entries thereon. As an aid in verifying the results shown at intervals on the ledger sheet it is suggested that each item thereon be checked as it is traced from the explanation. Please note that encumbrances must be set up in detail, not aggregated.

The Registers, forms 992, 993 and 994, are intended for recording transactions as they occur (chronologically), and contain the information to be reported monthly to the Bureau on forms 53 and 998. These registers should be totaled monthly and the totals <u>not</u> carried forward from month to month. Of course the entries in the registers and ledger should agree. The number of each voucher should be indicated in the Register of Purchase Orders at time voucher is prepared, as indication of the liquidation of the encumbrance set up to meet that particular voucher.

Prior instructions should be disregarded wherever they conflict with these.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

Sept. 24, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Bill of the Revenue Cutter Service for two national ensigns furnished you July 23, 1912, amounting to $19.50, has been referred to the Auditor for settlement, chargeable to your 1913 contingent appropriation.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 24, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Hereafter please have all recommendations relative to the personnel for promotions or reinstatements or changes in compensation forwarded to the Bureau in duplicate.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 24, 1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 2, bullion forwarded by you to the United States Assay Office at New York, Sept. 12, 1912, has been examined and the gross value found to be $99,599.23. For this amount a transfer has been requested from the bullion fund of your mint to that of the Assay Office at New York. Loss, $3.38.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

, Sept. 25, 1912

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your Bullion A/cs. for the quarter ending June 30, 1912, with my approval.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

Oct. 4, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

With reference to sale of an adjusters scale to the Whitney National Bank, authorized in my letter of July 29th, you are requested to forward written evidence of the agreement between yourself and the purchaser as to price. This is necessary to accompany the account to the Auditor. Such sub-vouchers should accompany the letter of advice of deposit, in every sale of old material.

Respectfully,

F

Director of the Mint.

RG104 E-235 Vol 393

Oct. 8, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Please forward at earliest possible date the form -E.& E. 105 - with information noted thereon, as requested in letter of Sept. 19th last, transmitting same to you.

Respectfully,

Geo E Roberts

F Director of the Mint.

RG104 E-235 Vol 393

RUSH!

TREASURY DEPARTMENT TELEGRAM.

WHERE WRITTEN:
Mint Bu.

Washington, October 8, 1912.

To

Assayer in Charge, U.S. Mint,
New Orleans, La.

Forward immediately Earnings and Expenditures Statement, Fiscal year.

Director.

OFFICIAL BUSINESS. XXXX
GOVERNMENT RATES.
Another TREASURY CHECK. APPROPRIATION FOR Contg't. Ex. Mint at New Orleans, fiscal
The appropriation from which payable must be stated on above line.
STOCK FORM 1758 A
DIV. P. AND A.

RG104 E-235 Vol 393

, October 9, 1912.

Assayer in Charge, U. S. Mint,
New Orleans, La.

Sir:

I have before me your C/D. No. 346, for $338.00, with no notification letter and I do not know what it means.

In the first place, you cannot cover into the Treasury by C/D. money received from the sale of sweeps. Secondly, you do not quite comprehend the importance of explaining such transactions by letter, or on the C/D.

Surely this Bureau is not in a position to know, or even surmise, what you are doing daily and by explaining your transactions you will save trouble for the Bureau as well as for yourself.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

Oct. 9, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Referring to my letter of Sept. 21st on the manner of handling the ordinary accounts, it is directed that, instead of carrying each transaction to the appropriation ledger, only the daily totals of transactions, which are shown in detail in the registers, be carried thereto. This will save labor and ledger space. Registers should show monthly totals to agree with the amounts reported to the Bureau, but they may also show grand totals for the purpose of checking with their corresponding columns in the ledger. It is also directed that the unexpended and unencumbered balances be indicated daily.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

Oct.8, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Your request for funds for the month of October has been approved as follows:

Salaries - - - - - - - -	$800
Wages of Workmen - - -	800
Contingent Expenses - -	200
	$1800

Respectfully,

Geo E Roberts

Director of the Mint.

F

RG104 E-235 Vol 393

Oct. 14, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir;

Replying to your letter of the 10th instant, you are advised that earnings and expenditures statement, form 207, has been duly received.

My letter of the 8th instant referred to a different matter - Economy and Efficiency Form 105, which form was forwarded as stated by letter of Sept. 19th, copy of which follows:

"I am enclosing herewith a blank form of classification of expenditures, together with a copy of Circular 25 of the President's Commission on Economy and Efficiency giving instructions to be followed in the preparation of analyses of estimates and expenditures, and wish you would have the same filled out as closely as possible, approximating the totals where you cannot give them exactly. Please be careful to make the grand total equal the exact expenditures for the year. For the fiscal year 1914 insert the information required in such manner as to make the total equal your estimates for 1914. Please forward this statement in pencil".

I note your statement that the above letter and form were not received by you and am enclosing another copy of the circular and form with request that the form be filled out and returned at the earliest possible date.

In explanation will state that under II-Upkeep, should be carried any repairs or renewals of property and equipment; under III should be carried any additions thereto, and the balance should be carried under I. Mint form 996 (classification and symbols) is a part of Circular 19 of the Commission mentioned in note 3 at foot of sheet.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

,October 15,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am forwarding to you by mail today the following:-

50 copies "Monthly Balances",---------- Form No. 232 B

Respectfully,

C.D. Gurney

Acting Director of the Mint.

RG104 E-235 Vol 393

, October 16, 1912.

Honorable H. Garland Dupre,
New Orleans, La.

Sir:

In reply to your request for a copy of the Catalogue of Coins, Tokens and Medals in the Numismatic Collection of the Mint at Philadelphia, I regret to advise you that we have no copies for complimentary distribution. The volume is for sale by the Superintendent of Documents, Public Printing Office, Washington, and by the Superintendent of the Philadelphia Mint, at one dollar a copy.

Respectfully,

H. D. Drury,
Acting Director of the Mint.

RG104 E-235 Vol 393

Oct. 22, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Your attention is invited to the following matters pertaining to the disbursing accounts for the quarter ending Sept. 30, 1912:

Your schedules of revenues, form 997, carry special assay receipts for July, $15; for Sept., $9, while your report of special assays and account current carry a total of $29, difference $5; the report (dated Oct. 5) indicates receipts of $7 each for Aug. and Sept.

The bullion accounts indicate $40.98 recovered from D.M. room grains and sweeps, while the revenue schedules for the quarter total $41.08. The proceeds from sale of D. M. room sweeps, $1826.74, should have been shown on the schedules of revenues, as should also the charges on account of rejected deposits; these latter should be merged with assaying and stamping charges or melting charges, as appropriate.

The Parting & Refining column of account current, form 946, should not be used in future, the items heretofore carried therein now being entered in the Miscellaneous Revenues column.

Please advise me as to the condition of your Contingent appropriation on Sept. 30th - encumbrances set up, bills paid, adjustments on account of encumbrances, and balances, with a detailed list of unpaid encumbrances. Your schedules of encumbrances have not been received, except for July, and I want to get our ledgers into agreement and keep them so in future by means of the regular reports.

Respectfully,

F. Leary

Acting Director of the Mint.

F

RG104 E-235 Vol 393

October 25, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Upon receipt of your letter of explanation relative to C/D No. 346, the Bureau has assumed that the $338 represented the value of Deposit Melting Room sweeps. From the letter of advice, which reads "Sale of Sweeps" we were unable to determine the source.

Respectfully,

A. A. Ivory,
Acting Director of the Mint.

RG104 E-235 Vol 393

October 28, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to my letter of the 26th instant, relative to sweeps, I beg to ask that you advise me in regard to the items on your Schedule of Revenues" (Form 997) for the month of September. I am again at a loss to know where to credit the proceeds of the sale of sweeps.

One Schedule of Revenues for the month of September was received here on October 4th. Another for the month of September was received on October 28th. The statements are not in agreement.

Please advise me if you have recovered any amount for other than Deposit Melting Room Grains and Sweeps. On your schedules you carry opposite D. M. Grains and Sweeps one amount, and at the bottom of the page you make another entry of another amount. If all that was recovered from grains and sweeps was obtained from the Deposit Melting Room then you are correct in depositing the proceeds in the Treasury as a miscellaneous receipt. In this event there should be only one item on your forms 997. If you have recovered any amount for sweeps from any other source than the Deposit Melting Room, the proceeds belong to the Bullion Fund.

Respectfully,

A. D. Dewey

Acting Director of the Mint.

Enclosures:
Schedules for August
and September.

RG104 E-235 Vol 393

,November 4,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am forwarding to you by mail today the following:-

50 copies "Deposit Statement",-------- Form No. 61

A supply of "Earnings and Expenditures" Form 207, will be mailed to you upon their receipt from the public printer.

Form 60 "Statement of Percentage of Loss in Melting", has been discontinued, but you are required to prepare the data as a matter of record, but not to forward it to this Bureau as formerly.

Respectfully,

A. Drury,

Acting Director of the Mint.

RG104 E-235 Vol 393

Nov. 5, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Please forward schedule of pay rolls and pay and public vouchers for the month of October, to take the place of the old form, abstract of disbursements, which was forwarded with the vouchers.

Also please advise me if you are setting up encumbrances against the contingent appropriation as contemplated in directions of Sept. 21 and Oct 9, 1912. Your schedule of encumbrances for the month of October seems to indicate that this has not been done. If, after a careful study of the illustrated ledger sheet sent you, you do not understand the procedure, please ask questions as it is desired to get the system in working order in your institution at once. Let me hear from you in regard to this.

Respectfully,

Acting Director of the Mint.

F

RG104 E-235 Vol 393

Nov. 6, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Requisition for funds to meet your expenses for the month of November has been approved in the following sums:

Salaries - - - -	$500
Wages of Workmen - - - -	500
Contingent Expenses - - - -	200
	$1200

Respectfully,

L. D. Drury

Acting Director Mint.

F

RG104 E-235 Vol 393

Nov. 7, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

No reply has been received to my letter of August 31, 1912, concerning inventories. When may I expect to receive the lists therein requested?

Respectfully,

Acting Director of the Mint.

F

RG104 E-235 Vol 393

,November 7,1912.

Assayer in Charge, U.S. Mint,
New Orleans , La.

Sir:

Referring to your shipment of gold bullion to New York (No. 3), I notice that you continue to report the weight of gold and silver in standard ounces instead of fine ounces according to the instructions sent to you from this Bureau to the effect that the weight of all deposits must be reported in fine ounces, which includes all entries on the abstract sheets, bullion accounts, shipments, etc.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

,November 7,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 3, bullion forwarded by you to the United States assay office at New York, has been examined and the gross value found to be $73,220.67. For this amount a transfer has been requested from the bullion fund of your mint to that of the assay office at New York. Loss, $30.71.

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

,November 9,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I am forwarding to you by mail today the following:-

	Form No.
1 Book, "Register of Certificates",----	470 A

Respectfully,

Acting Director of the Mint.

RG104 E-235 Vol 393

,November 15,1912.

Assayer in Charge, U.S. Mint,
New Orleans , La.

Sir:

In order to be enabled to reply to inquiries from foreign countries relative to their coins which have been withdrawn from circulation and melted in United States mints and assay offices, it is necessary that this Bureau should know the number of pieces and denominations of all foreign coins, by countries, deposited at your mint during the calendar years 1911 and 1912, separately. In future please send this statement for all calendar years.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

,November 15,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Referring to the third paragraph of your letter of the 11th instant relative to the overpayment of $27.45 on deposit #69, I have to say that the manner of adjusting this overpayment in your next quarter's Bullion A/cs. is to debit "Coin A/c." and credit "Silver Bullion A/c." with the weight and value, with an explanation therefor.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Nov. 16, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Replying to your letter of the 13th inst. concerning the disbursing accounts you are advised that encumbrances should be set up for telephone, water, gas and similar services at the beginning of each month rather than at the beginning of a quarter, the purpose being to get as nearly as may be an accurate statement of the costs for each month.

Respectfully,

Frank Leslie

F Director of the Mint.

RG104 E-235 Vol 393

,November 16,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

In reply to that portion of your letter of the 11th instant relative to reporting bullion shipments in standard or fine ounces, I would state that as the shipments consist of deposits that were received previous to October 1st, they should be reported in standard ounces. On such shipments please indicate the month in which the deposits of bullion were received, in order to avoid any misunderstanding.

The loss on shipment No. 3 is $30.73 instead of $30.71.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

November 22, 1912

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to your letter of the 20th instant advising of the shipment of bullion to the Assay Office at New York and enclosing memorandum bill of lading, I beg to say that it is unnecessary to go to the expense of registering such matter.

Respectfully,

Geo E Roberts

Director of the Mint.

RG104 E-235 Vol 393

Nov. 26, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Bill of the Philadelphia Mint for treating sweeps shipped by you to that institution April 24, 1912, amounting to $88.14, has been forwarded to the Auditor for settlement, chargeable to your 1912 Contingent appropriation.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

,November 28,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

Please forward as early as possible a statement of deposits, by fine ounces and value, for the eleven months ending November 30, 1912, prepared on Form 61.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

,December 2,1912.

Assayer in Charge, U.S. Mint,
New Orleans, La.

Sir:

I notice on your monthly statement of balances rendered, November 30, 1912, that you have on hand office bars of the reported value of $237,042.05, which represents the deposits of the months of October and November. I will thank you to reduce the amount of office bars, by shipments to New York as rapidly as possible.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Dec. 6, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Your schedule of encumbrances for the month of November, received yesterday, indicates that your bookkeeper is not yet familiar with the correct method of reporting same. Please refer to my letter of Sept. 21, 1912, with accompanying illustrated ledger sheet and explanation of the entries thereon; careful study of same, to the point of understanding, should enable your bookkeeper to properly handle and report the accounts.

Encumbrances should be set up for every expense (Contingent approp.) of the month, whether paid or not, and the total amount so set up should be reported to the Bureau on form 998; the encumbrances liquidated (vouchers paid) are shown on form 53, schedule of vouchers, etc.; also adjustments are shown on this form; if all are correctly reported I will be enabled to figure the amount of unpaid encumbrances. Your November schedule of encumbrances gives the amount of encumbrances liquidated $99.34, which is useless repetition, the amount being on schedule of vouchers. The November schedule of encumbrances also

RG104 E-235 Vol 393

gives "Estimated encumbrances set up for December, 1912 - $245.99"; this, too, is of no value to us and should be reported by you on Dec. 31st with the remainder of the December encumbrances, in one sum.

Your October schedule of encumbrances carries the item "Outstanding bills - $84.75"; judging from the vouchers paid, these encumbrances were not all liquidated in November. Please send me a detailed list of the items making up the above sum, also a detailed list of all encumbrances set up (expenses incurred) and the actual balance of unpaid encumbrances as shown by your ledger at the close of business Nov. 30th. The other offices of the Mint Service have their accounts in apparent good working order and I trust you will make an extra effort to get yours in like condition.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

Dec. 7, 1912.

Assayer in Charge, U. S. Mint,
New Orleans, La.

Sir:

Memorandum of Shipment No. 4, bullion forwarded by you to the United States assay office at New York, has been examined and the gross value found to be $63,281.00. For this amount a transfer has been requested from the bullion fund of your mint to that of the assay office at New York. Gain, $17.36.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

Dec. 9, 1913.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Requisition for funds to meet your expenses during the month of December has been approved in the following sums:

Salaries - - - - - - - - - - - -	$600
Wages of Workmen - - - - - - - -	600
Contingent Expenses - - - - -	200
	$1400

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 13, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

In reply to your letter of the 11th instant I beg to advise you that I have this day requested the American Gas Furnace Company of New York to forward to the Bureau a proposal for furnishing the melting furnace you desire. As soon as we receive a reply from them you will be advised.

Referring to the large stove or heater which you desire to purchase, I have to request that you obtain proposals for furnishing the same, forward a synopsis of bids to the Bureau with your recommendation, and you request will be acted upon.

Respectfully,

Geo. E. Roberts

Director of the Mint.

RG104 E-235 Vol 393

Dec. 13, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

I am in receipt of amended schedule of encumbrances for the month of November, also statement of appropriation transactions requested in my letter of the 6th instant.

The changes in adjustments from those reported on your schedule of pay rolls and vouchers are noted.

It is also noted that your encumbrances for November were set up on the last day of that month. Encumbrances for continuous services such as electric, gas, water, telephone, ice, etc., should be set up on the first of the month for that month and other encumbrances set up as orders are given. All encumbrances should be numbered consecutively and the numbers should be indicated on your reports and schedules sent to the Bureau. The above is explained in exhibit accompanying letter of Sept. 21st.

Am enclosing a sample form of schedule of encumbrances for your bookkeeper's use in preparing future schedules. The correct numbers and amounts should be entered in the spaces I have indicated with question marks.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

December 14, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I have examined and referred to the Auditor for the Treasury Department for examination and settlement your bullion accounts for the quarter ended September 30, 1912, with my approval.

Respectfully,

Director of the Mint.

RG104 E-235 Vol 393

December 18, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

In accordance with the request contained in your letter of the 11th instant the American Gas Furnace Company was requested to forward to the Bureau a proposal for furnishing your Mint with one No. 5 Melting Furnace. I am enclosing their reply and you are accordingly authorized to order the furnace for the sum of $125 f.o.b. New Orleans; payment to be made from your appropriation for Contingent Expenses, 1913.

Respectfully,

Geo. E. Roberts

Director of the Mint.

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December 18, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

If you will kindly refer again to my letter of the 12th regardingbars 267 - 71 and 275, you will see that I requested you to give "a full and complete history of these bars, giving especially all weights and assays made on the bars". Your letter of the 9th stated that you had "preliminary" and "regular duplicate" assays and reassays made, but yours of the 16th gives only two gold and two base assays on each bar. I would thank you to send all the other assay results that you obtained.

Yours of the 16th also states that you took two granulation samples of each melt, but you forwarded only a single sample from each bar. I would therefore thank you to forward the other samples and to state which are the first and which the second granulations.

You state that No. 275 was recovered from the grains and slag of the large melts; will you please state why it was so much lower grade in both gold and silver and why you remelted it with a loss of .5 oz. Also please explain the unusually large losses sustained in melting these bars.

I would thank you to retain these bars until further instructed regarding them.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

December 19, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Memorandum of shipment No. 5, dated December 6, 1912, bullion forwarded by you to the Assay Office at New York, has been examined and the gross value found to be $97,296.26, and a transfer has been requested for this amount from the bullion fund of your Office to that of the Office at New York. Loss:- $17.68.

Respectfully,

Director of the Mint.

AAH.

RG104 E-235 Vol 393

Dec. 20, 1912.

Assayer in Charge, U. S. Mint,

New Orleans, La.

Sir:

Bill of the New Orleans and North Eastern R. R. Co. for transportation of stationery from Washington to your institution Sept. 25, 1912, amounting to $1.00, has been forwarded to the Auditor for settlement, chargeable to your current contingent appropriation.

Respectfully,

Director of the Mint.

F

RG104 E-235 Vol 393

December 27, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

Referring to yours of the 21st regarding bars 267-71 and 275:- It is regarded as very bad practice to destroy records of assays, especially when it is known that the depositor's assays differ from those of the office where the deposit is made. I would, therefore, thank you to keep a permanent record in the future of all assays made at any time on deposits.

You have not yet made it entirely clear in regard to the samples. Am I to understand that the samples forwarded on the 9th were made up by taking parts of the first and second samples of each bar? If so, this is also bad practice, and I would thank you in the future to keep the first and the second samples separate when forwarding them to the Bureau for testing.

Your various statements regarding bar 275 are inconsistent and misleading, and some of them are not in accordance with the facts in the case. The envelope containing the sample of this bar forwarded on the 7th states that the bar was recovered from the grains of nine bars, but the copy of Form 42, forwarded at the same time states that it was recovered from only six bars. Again yours of the 15th states that this bar was "recovered from the grains and slag of the large melts", but the envelope containing sample A of this bar, forwarded on the 21st, states that it was recovered from deposits 268-9-70, which corresponds to six of the original bars. This last statement also agrees with Form 42.

Again, the most casual examination of the samples shows that 275 is an entirely different class of metal from Nos. 268-9-70. Evidently you have made some mistake about this bar or the samples. The metal represented by sample No. 275 could not have been obtained by melting up the grains of metal represented by samples Nos. 268-9-70.

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Finally, you have not yet explained why you entered this bar on Form 42 as weighing 21.90 ounces before melting and 21.40 ounces after melting, with a loss of .5 ounce on melting.

Your statement regarding the loss on melting "being 18.70 ounces, resulting from melting 6726.10 ounces of base leady bullion" is entirely incorrect. Deposit No. 267 weighed 1583.10 ounces, and contained only 80 bars. Deposits 269 and 70 weighing1561 ounces and 1330 ounces respectively, contained only about 300 base and they were not high in lead. Deposit No. 268 weighing 1783 ounces carried a little over 400 in base but it was not high in lead. In fact, only deposit No. 271, weighing only 449 ounces, out of the total of 6726.10 ounces, could be properly classified as "base leady bullion".

I would thank you to forward a statement showing the weight before and after melting and the assays of deposits Nos. 264-5-6 272 - 3 - 4 and 276 - 7 - 8 - 9, and to hold these deposits for further instructions.

I would thank you to forward a copy of your reply to the letter of the German-American Bank of the 7th, and also any further communications you may have received from this bank or from the Abangarez Company, together with your replies thereto.

Respectfully,

R D Emery

Acting Director of the Mint.

RG104 E-235 Vol 393

December 27, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir;

Memorandum of shipment No. 6, bullion forwarded by you to the Assay Office at New York December 14, 1912, has been examined and the gross value found to be $117,346.27. For this amount a transfer has been requested from the bullion fund of your Mint to that of the Assay Office at New York.

Gain: $243.93.

Respectfully,

Acting Director of the Mint.

AAH.

RG104 E-235 Vol 393

December 27, 1912

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I would thank you to forward to the Bureau all of your samples of bars 223 - 4 - 5 - 6, and C. G. bar, contained in your shipment No. 6 to the New York Assay Office.

Respectfully,

F. E. Leary

Acting Director of the Mint.

RG104 E-235 Vol 393

December 28, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

I would thank you to forward all of your samples of bars 254 and M.M. 8 included in your shipment No. 6 to the New York Assay Office.

Respectfully,

Director of the Mint.

FPD.

RG104 E-235 Vol 393

December 28, 1912.

Assayer in Charge,
U. S. Mint,
New Orleans, La.

Sir:

In compliance with the recommendation contained in your letter of the 26th instant you are hereby authorized to accept the proposal of Woodward Wight & Company for furnishing your Mint with one No. 500 Base Burner for $62.50; payment to be made from your appropriation for Contingent Expenses, 1913.

Respectfully,

Director of the Mint.

Enclosure.